

REGULAR MEETING

JUNE 21, 2022



2022 CALENDAR

January-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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9	10	11	12	13	14	15
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March-2022						
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May-2022						
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July-2022						
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September-2022						
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November-2022						
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February-2022						
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April-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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June-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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August-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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October-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holidays
 Meetings
 Conferences

Regular Meeting Agenda

Florida Keys Mosquito Control District
Marathon Office
503 107TH Street, Marathon, FL

June 21, 2022 2:00 pm (approximate)

1.) Call to Order

2.) Roll Call

3.) Community Input:

Community Input shall be heard prior to each specified agenda item.

The Board adheres to, and conducts each meeting in accordance with, Robert's Rules of Order. Presentations to the Board are limited to three (3) minutes for each individual speaker and five (5) minutes for the representative of a designated group. Transfer of time between individuals and/or groups is not permitted. Letters submitted to any Commissioner, the Executive Director, Executive Assistant, or any other District employee during a Board meeting will be placed into the record but will not additionally be read into the record at the meeting.

The Board welcomes public input but also must maintain order. Thus, community input is not a time for open dialogue between the Board and the speaker. Speakers should direct their comments to the Board and not to District staff or other audience members. Speakers should not expect Commissioners or staff to answer or respond to questions during community input. If appropriate, the Board may request the issue be added as a discussion item at a future District Board meeting. Furthermore, all speakers agree to abide by FKMCD's Code of Conduct Policy and Procedures Governing Meetings, Hearings, and Community Input, as adopted through Resolution 2021-02.

Any person who wishes to make public comment during this meeting may be heard by the Board, through the Board Chair, on any proposition before the Board by either (1) complete and provide the supplied community input card or inform the Clerk/Executive Assistant to the Board, specifying the agenda item; or (2) when remote means for input is allowed by the Board, calling 305-292-7190 or emailing the Clerk/Executive Assistant (currently ddarias@keysmosquito.org) no later than 11:00 am on June 21, 2022. If attending remotely, you must remain available by phone from the hours of 1:00pm to 3:00pm.

4.) Approval of Agenda

5.) Consent Agenda

All items listed as Consent Agenda items are considered routine and non-controversial by the FKMCD Board and will be approved by a single motion. There will be no separate discussion of these items. Prior to this meeting, Board Members have had the opportunity to review each of these items and may request that any item be moved to an Action Item for individual consideration.

a.) Minutes of the May 10, 2022 Audit Committee, Helicopter Fleet Assessment Workshop and Regular Meeting **Pgs. 6-13**

6.) Treasurer's Report Pg. 14

7.) Attorney's Report Pg. 15

8.) Director's Report Pgs. 16-26

9.) Items for Board Discussion

a.) Discussion of Roberts Rule concerning Consent Agenda (Goodman) Pgs. 27-33

10.) Items for Board Review and Action:

a.) Financial Reports (Holden)

I. Budget Analysis Pgs. 35-39

II. District Finances Pg. 40

III. Cash Disbursements through May 2022 Pgs. 41-43

b.) Amendment of Administrative Policy concerning Consent Agenda (Goodman) Pgs. 44-47

c.) Airbus Letter of Intent (Leal) Pgs. 48-51

d.) Resolution 2022-01 Designation of FBMC Benefits Management, Inc. as Health Care Program Consultant (Behrend) Pgs. 52-53

11.) Good of the Order

12.) Meeting Adjourned

Item 5a

Approval of
Minutes

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office

503 107th Street

Marathon, FL 33050

May 10, 2022 1:05 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on May 10, 2022 at the FKMCD Marathon office.

Present Were: Jill Cranney, Chairman; Phillip Goodman, Commissioner; Brandon Pinder, Commissioner; Tom McDonald, Secretary/Treasurer; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Dr. Stanley Zuba, Commissioner was present via telephone.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Josh Kogut, Director of Aerial Operations; Chad Huff, Public Education & Information Officer; Robert Lee, Director of Aircraft Maintenance; Rochele Miller, Purchasing Agent; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: Jim Hill, Oropeza & Parks

Community Input: None.

Approval of Agenda: A motion was made by Commissioner Pinder, seconded by Commissioner Goodman and passed unanimously to approve the Agenda. A motion was made by Commissioner Goodman seconded by Commissioner Pinder and passed unanimously to approve Commissioner Zuba to participate in the Audit Committee Meeting via telephone.

Items for Board Discussion:

6a.) 2020-2021 Audit Presentation – Chairman Cranney introduced Jim Hill, Oropeza & Parks, to present the draft audit for 2020-2021. Mr. Hill handed out a Letter of Communication at Audit Conclusion, dated May 10, 2022, to the Committee members (attached to minutes). Mr. Hill discussed the specifics of the audit. He detailed expenses and revenue, from prior year 2019-2020 to the current year 2020-2021. Mr. Hill advised the Committee that there was one finding about a payable to the City of Key West to report to them which is included in the Independent Auditor's Management Letter and the Independent Accountant Compliance with local government investment policies.

Commissioner McDonald questioned Mr. Hill on the pension expense of \$7,300.00 listed under Note 7 – Florida Retirement System Retirement Plans; Mr. Hill explained this was due to the change in assumptions.

Chairman Goodman asked for clarification on the Net OPEB liability year over year and Mr. Hill discussed the Changes in Assumption and how they affect the Net OPEB Liability. Mr. Hill reviewed the Independent Auditor's Management Letter in detail. Chairman Cranney stated that management would be supplying a letter to Oropeza & Parks for corrective action and a Management Representation Letter will also need to be submitted before the audit is filed.

Chairman Goodman discussed the ability to adequately fund the expense of sick and annual leave for our upcoming Budget planning and Mr. Hill explained that falls into the wages category.

Chairman Cranney thanked the FKMCD staff and the auditors for their hard work.

Items for Board Review and Action:

7a.) Approval of the 2020-2021 Audit - Chairman Cranney announced that the 2020-2021 Audit has been presented. A motion was made by Commissioner McDonald, seconded by Commissioner Goodman and passed unanimously to approve the audit for FY 2020-2021. After a roll call vote, it was unanimously approved.

Good of the Order: Commissioner Goodman discussed the next audit committee meeting date. Chairman Cranney scheduled the next Audit Meeting for November 9, 2022 and Mr. Hill suggested having a planning meeting in August.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

Andrea Leal, Executive Director

*Board of Commissioners
Florida Keys Mosquito Control District*

Jill Cranney, Chairman

*Thomas McDonald, Secretary-Treasurer
For additional information, please refer to www.keysmosquito.org.*

DRAFT

Helicopter Fleet Assessment Workshop Minutes

Florida Keys Mosquito Control District
Marathon Office
503 107TH St.
Marathon, FL 33050

May 10, 2022 1:42 PM

The Board of Commissioners of the Florida Keys Mosquito Control District held a Helicopter Fleet Assessment Workshop on Tuesday, May 10, 2022.

Present Were: Phillip Goodman, Chairman; Tom McDonald, Secretary/Treasurer; Brandon Pinder, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Dr. Stanley Zuba, Vice-Chair was present via telephone.

Employees Present: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Josh Kogut, Director of Aerial Operations; Chad Huff, Public Education & Information Officer; Robert Lee, Director of Aircraft Maintenance; Rochele Miller, Purchasing Agent; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

GUESTS PRESENT: Jim Hill, Oropeza & Parks

APPROVAL OF AGENDA: *Chairman Goodman asked the Board if there were any corrections or additions to the agenda, having none, the agenda was unanimously approved.*

Chairman Goodman announces the purpose of this workshop is to discuss the Florida Keys Mosquito Control District's aerial fleet analysis following the addition of the Airbus H125s.

DISCUSSION:

Andrea Leal, Executive Director, advised the Board that this workshop is to review the analysis of the Airbus H125 Helicopters, including; 2018 Fleet Replacement Plan Review, Direct Maintenance Cost of the Airbus H125 vs. the Bell 206b, Aircraft on the Ground H125 vs B206, Operational Usage, and the Operational Increases in Efficiency with the Airbus H125. Director Leal discussed the 2018 Fleet Analysis, Reasons for the Fleet Replacement, and the Four-Year Plan from the 2018 presentation. We are into year three of the four year plan and Director Leal is anticipating ordering two (2) additional Airbus H125 aircraft this calendar year depending on Budget, to complete the standardization of the FKMCD fleet to single type, single model aircraft.

Bruce Holden, Finance Director, then reviewed the Cost/Benefit Analysis of the Airbus H125 Helicopter; it was difficult to conduct as we only have one year of history with the aircraft and when we sold the Bell 206B Jet Ranger Helicopters the maintenance history was also sold with the helicopters. He explained this is a very conservative estimate; however based on this information we have a positive Net Present Value @ 1% of \$1,125,234, which shows we have made a good choice in replacing the Jet Rangers with the Airbus Helicopters.

Joshua Kogut, Director of Aerial Operations, then presented to the Board some of the efficiency gains we have had with the aircraft. He explained he worked with Bruce Holden, Director of Finance, on operating costs per hour per aircraft. He reviewed the Larviciding Cost by Aircraft which included how many acres per hour and the application cost per pound for each of our aircraft. Mr. Kogut then reviewed the Aircraft Maintenance Downtime due to unscheduled maintenance or delayed part replacement times on older craft, the Bell 206 Jet Rangers, down for a total of 68 weeks in 2019 compared to the Airbus H125's which were 10 weeks combined. Commissioner McDonald asked if the maintenance on the Airbus H125's is performed here onsite or in Louisiana; Mr. Kogut confirmed that the maintenance is performed here onsite.

Chairman Goodman commented that a concern for him going forward is in the past our aircraft fleet was not continuously operational, and with the new aircraft having less downtime and being able to cover more acres per hour, we may only need three (3) helicopters in the future, not the four (4) we originally planned for. Director Leal expressed that is an excellent point and our plan can evolve as we gather more information on the new aircraft.

Mr. Kogut then reviewed the post-maintenance flight hours which revealed, having the newer aircraft, our maintenance flights decreased 73.43% from 2019 to 2021. The next topic covered was the operational usage of all of our aircraft from 2019-2021, detailing each aircraft and the hours flown. Mr. Kogut moved on to aerial efficiency examples between the Airbus H125 vs Bell 206B Jet Rangers (aircraft we replaced with the Airbus H125's) which included seven (7) examples and included ULV Missions, WDG, and Larviciding. Each example showed the maintenance cost savings and the pilot hours saved per mission, and all seven (7) examples showed significant cost savings. Mr. Kogut then recapped the District's 2021 missions that did not require ground crews while operating the Airbus H125's. This was a direct result of the new helicopters being able to carry larger loads and cover additional acreage in one mission and resulted in significant labor cost savings. Mr. Kogut then summarized all the information discussed in the presentation and the benefits and cost savings of the new aircraft.

Commissioner McDonald handed out a document that he created pulling line items from past budget years, he asked why the insurance cost of the aircraft is 5 times higher with the new aircraft. Director Leal explained the insurance cost rose due to the increased value of the new aircraft; estimated value rose from 2.5 million dollars to 9 million dollars. Commissioner McDonald is concerned that he is not seeing the cost savings of purchasing the new helicopters on paper versus what was shown in the presentation. Director Leal advised the cost savings presented were for time & safety efficiencies and aircraft maintenance. She advised our aging fleet would inevitably need to be replaced and we have to have a plan in place to replace them with newer, safer, more efficient aircraft. Commissioner McDonald stated he would like the District to keep an open mind to alternative options available in the near future. Commissioner Cranney pointed out that replacing an aging fleet with new aircraft is going to increase costs, and with this purchase happening in 2020 during the COVID pandemic, operating costs for all organizations have increased across the board. Director Leal advised we can setup the financial reports to the Board's liking; she also emphasized that the reason for the Fleet Replacement was primarily for safety and efficiency, not direct cost savings.

Chairman Goodman agreed we made the right decision with acquiring the new Airbus Helicopters; which all other commissioners agreed. In our upcoming Budget workshops the decision to purchase additional aircraft will be discussed in further detail.

Director Leal thanked the staff for their hard work and putting together a great presentation

ADJOURN: There being no further business to come before the Board, the workshop was adjourned.

Respectfully submitted,

Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District

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Phillip L. Goodman, Chairman

Thomas McDonald, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

DRAFT

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

May 10, 2022 2:42 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on May 10, 2022 at the FKMCD Marathon office.

Present Were: Phillip Goodman, Chairman; Tom McDonald, Secretary/Treasurer; Jill Cranney, Commissioner; Brandon Pinder, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Dr. Stanley Zuba, Vice-Chair was present via telephone.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Josh Kogut, Director of Aerial Operations; Chad Huff, Public Education & Information Officer; Rochele Miller, Purchasing Agent; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None.

Community Input: None.

Approval of Agenda: Chairman Goodman asked the Board if there were any corrections or additions to the agenda, having none, the agenda was unanimously approved. A motion was made by Commissioner Cranney, seconded by Commissioner McDonald and passed unanimously to approve the Consent Agenda. A motion was made by Chairman Goodman, seconded by Commissioner Cranney and passed unanimously to approve Commissioner Zuba to participate in the Regular Meeting via telephone.

Attorney's Report: Dale Coburn, Board Attorney, provided the Board with an update regarding the Cyber Insurance Reimbursement with the insurance carrier, PGIT. Mr. Coburn is working on the mediation and has started negotiations with PGIT and at this time they are awaiting a date for the mediation, which is tentative for August.

Director's Report: Andrea Leal, Executive Director, reviewed the operations summary and explained that mosquito numbers were higher than the historical average in the Lower Keys in April. We have not completed any aerial adulticide missions at this time, but we have conducted four (4) truck adulticide missions in April. One aerial liquid larvicide mission was conducted in April over Key West and we have our liquid larvicide trucks on the ground ready to go. We have Larva sonic traps in one of the Upper Keys Hotspots and we are monitoring the numbers in that trap and we are doing source reduction in the other two locations. The FKMCD-Oxitec project received FDACS approval on May 4, 2022 and the release boxes are being placed this week, which means we will start seeing the mosquitoes hatching and moving about in the next 2-3 weeks. Director Leal gave a virtual presentation to the Florida Coordinating Council on Mosquito Control on May 3, 2022, detailing our plans and the progress of the Oxitec project. The next FKMCD-Oxitec Webinar is scheduled for May 25, 2022 at 5pm and they will be discussing the upcoming projects for this year.

Items for Board Discussion: None

Items for Board Review and Action:

9a.) Financial Reports – Bruce Holden, Director of Finance, spoke about the Local Fund account and where we are year to date, we have been running about \$500,000 behind due to the payment to the City of Key West in November, with making the \$350,000 payment last April this is almost balancing out and we are coming in almost equal for expenses year over year. Mr. Holden briefly reviewed the

District Finances and Cash Disbursements. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney and passed unanimously* to accept the financial reports for April 2022. After a roll call vote, it was unanimously approved.

9b.) Approval of the 2020-2021 Audit – Bruce Holden, Director of Finance, advised that if the Audit is approved today he will submit it to the state by the end of the week, and he will write a comment back on the auditors finding and will work with Mr. Hill to finalize all details. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney and passed unanimously* to approve the 2020-2021 Audit. After a roll call vote, it was unanimously approved.

9c.) Set the Tentative Budget and Final Budget Hearing Dates – Bruce Holden, Director of Finance, discussed the budget hearing dates set by the Monroe County School Board and Monroe County government. After some discussion, the FKMCD tentative budget hearing was scheduled for September 13, 2022 at 5:05pm. The FKMCD final budget hearing was scheduled for September 20, 2022 at 5:05pm. *A motion was made by Commissioner Pinder and seconded by Commissioner Cranney, and passed unanimously* to approve the hearing dates. After a roll call vote, it was unanimously approved.

Good of the Order:

- Chairman Goodman discussed the June meetings. There will be a Budget Workshop and the Regular Meeting beginning at 1:00pm.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Andrea Leal
Executive Director*

*Board of Commissioners
Florida Keys Mosquito Control District*

Phillip L. Goodman, Chairman

Thomas McDonald, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

DRAFT

Item 6

Treasurer's Report

Item 7

Attorneys Report

Item 8

Director's Report

June 2022 Director's Report

State of Florida Mosquito-Borne Disease Update (as of 04/30/2022)

1. Monroe County (2020)
 - a. Dengue: **72** local
2. All of Florida (2022)
 - a. Dengue: 0 local, 31 travel-related (20 in Miami-Dade)
 - b. Zika: 0 local, 0 travel-related
 - c. Chikungunya: 0 local, 0 travel-related
 - d. West Nile Virus: 0 human cases
 - e. Eastern Equine Encephalitis: 0 human cases
 - f. Malaria: 23 travel-related

Operations Summary

1. Adult Mosquitoes
 - a. Salt Marsh mosquito numbers higher than historical average in the Lower and Middle Keys in May
 - b. No aerial adulticide missions were conducted in May
 - c. Twenty-two (22) truck adulticide missions were conducted in May throughout the Keys
 - d. *Aedes aegypti* numbers continued to remain below adulticide thresholds throughout the Keys in May
 - i. Upper Keys Hotspot Update: Narrowed our focus to 3 businesses and will continue working closely with them on clean-ups and options
2. Larval Mosquitoes
 - a. Significant rainfall occurred multiple occasions throughout the Keys in May
 - b. Thirteen (13) aerial granular larvicide missions were completed in May, treating approximately 3,800 acres; this is lower than the historical average for May
 - c. No aerial liquid larvicide missions were conducted in May
3. Service Requests received (351) were similar to the historical average for May, majority of which requesting a fog truck or inspection

Community Outreach/Education

1. Community Events/Outreach
 - a. Key Largo Community Neighborhood Association, 6/9/22
 - b. Upper Keys Rotary Presentation, 6/15/22
 - c. Broward Landscape Federation, 6/30/22
2. Media
 - a. Weekly Radio, US 1
 - b. Radio Campaign to Dump and Cover began 6/9/22
 - c. Oxitec Project press coverage
 - i. Spectrum Network, 6/2/22
 - ii. Popular Science Magazine, 6/3/22
3. News Releases
 - a. Residents Reminded to Drain and Cover to Protect from Mosquito-Borne Illness, Joint Release with DOH, 5/26/22
4. Other
 - a. Working with County to secure additional landing zones for helicopter
 - b. Updating District Building signs

Human Resources

1. New Hires

- a. Justin Knowles, Pilot, Middle Keys
- b. Raul Marrero, Field Inspector, Lower Keys
2. Current Openings
 - a. Part-time Trap Technicians: accepting applications
 - b. Aircraft Support Technician (Middle Keys): final selection
 - c. ULV Truck Operators (all Keys): accepting applications

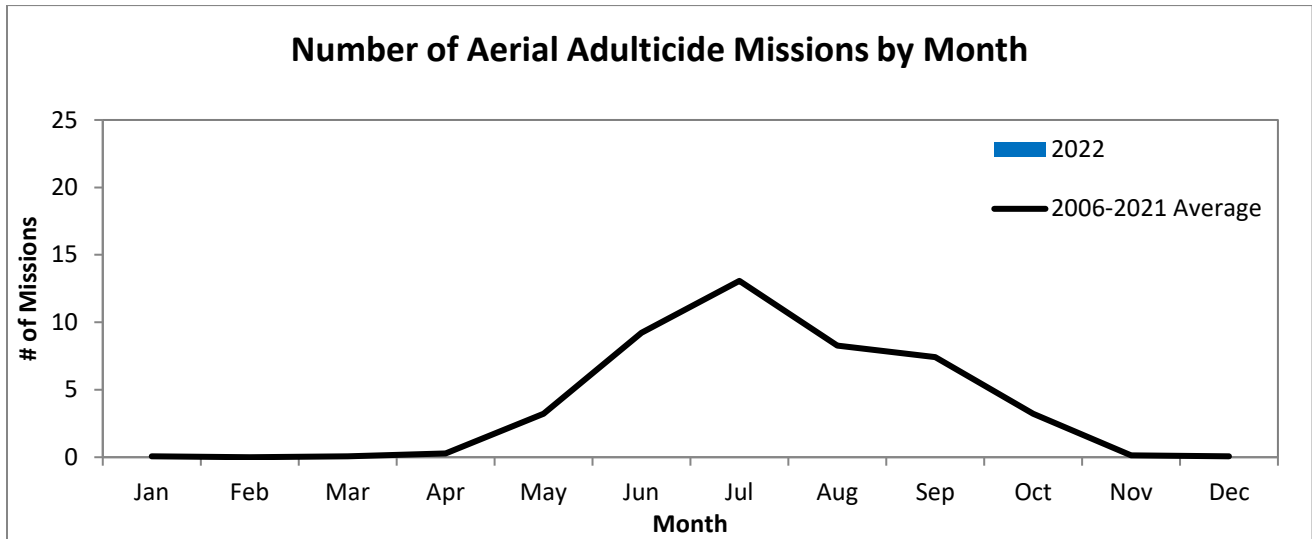
Other Items

1. Travel/Training
 - a. AMCA Washington Days (Washington, DC): 5/16/22 – 5/19/22
 - Attending: Andrea Leal, Mikki Coss, Chad Huff
 - Legislative Topics:
 1. Increased funding through the SMASH Act
 2. Increase use of mosquito operations-specific drift modeling by regulators
 - b. Webinar (City of New Orleans Mosquito, Termite and Rodent Control Board): Proof of concept for eliminating *Aedes aegypti* production by means of integrated control including turtles, copepods, tilapia, larvicides, and community participation in Monte Verde, Honduras (6/6/22)
 - c. Webinar (AMCA): The World Mosquito Program in Colombia: Overview and preliminary results (6/8/22)
 - d. Webinar (NEHA): Sterile Insect Technique: Innovative Tools for Controlling Invasive Mosquitoes (6/23/22), Andrea Leal, invited panelist
2. Emergency Management for PTS1: 6/2/22 – 6/4/22
3. FDACS Mosquito Control Directors Meeting (virtual): 6/20/22
4. Next FKMCD-Oxitec Webinar: 6/28/22 @ 5:00pm, “Mosquitoes and Public Health”
5. Salaried Positions Update
6. After Action Items
 - a. None

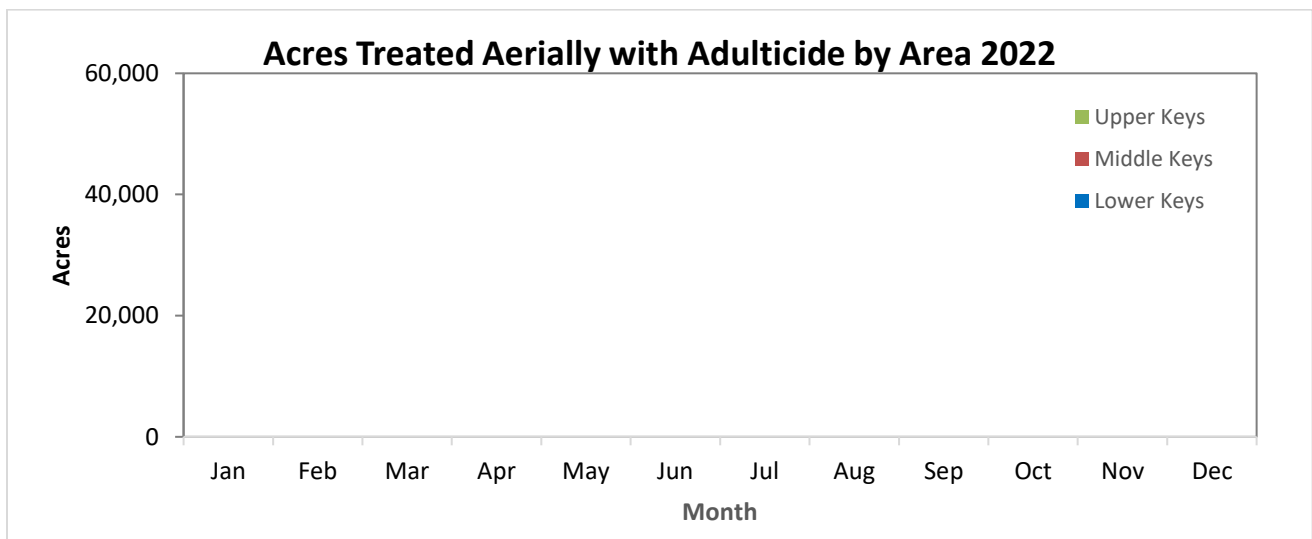
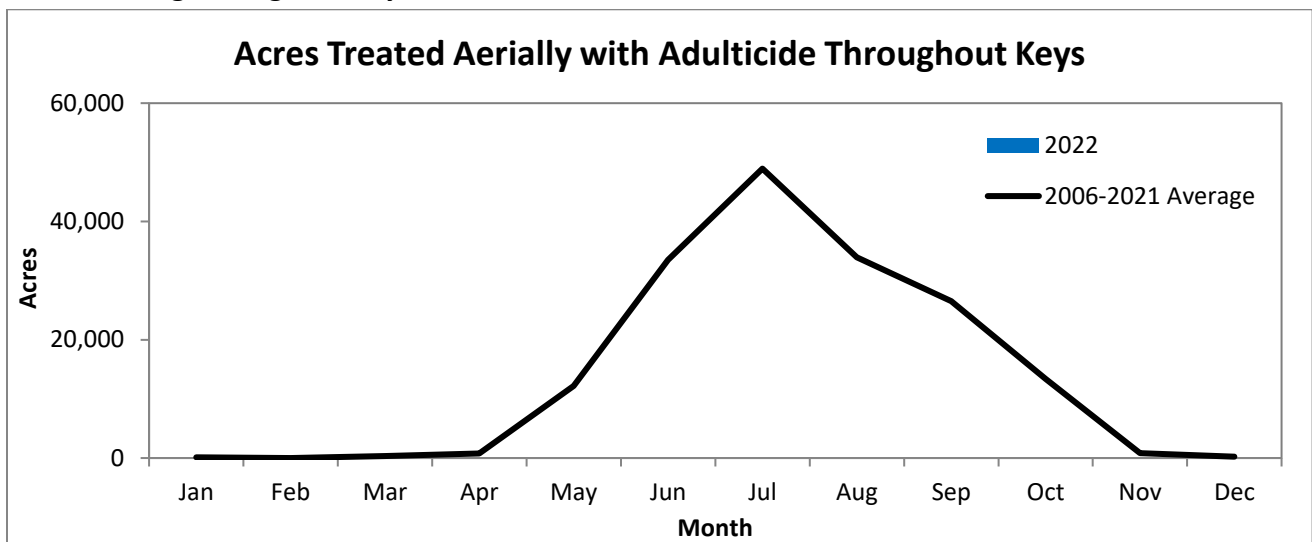
Florida Keys Mosquito Control Operations Report

(Adjusted through May 31, 2022)

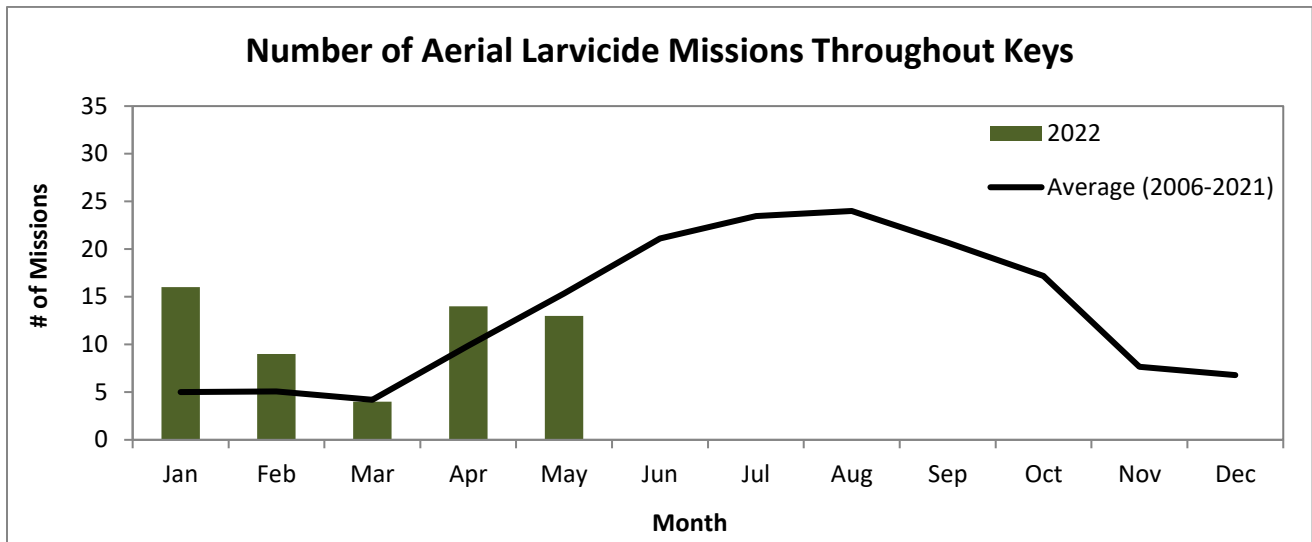
Aerial Adulticiding Missions in May 2022: 0



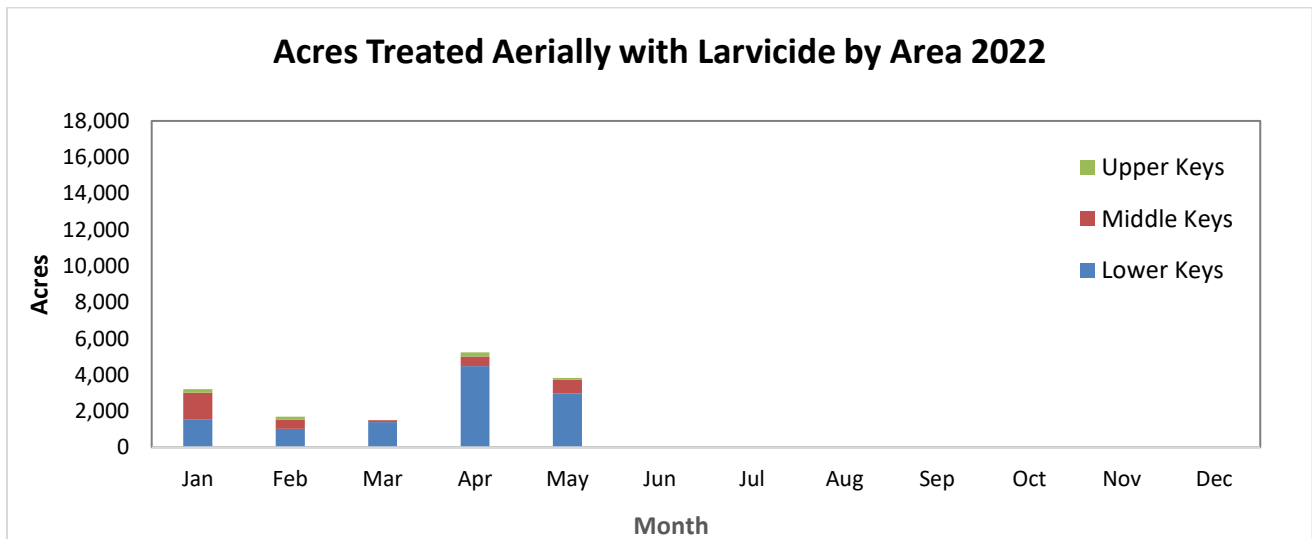
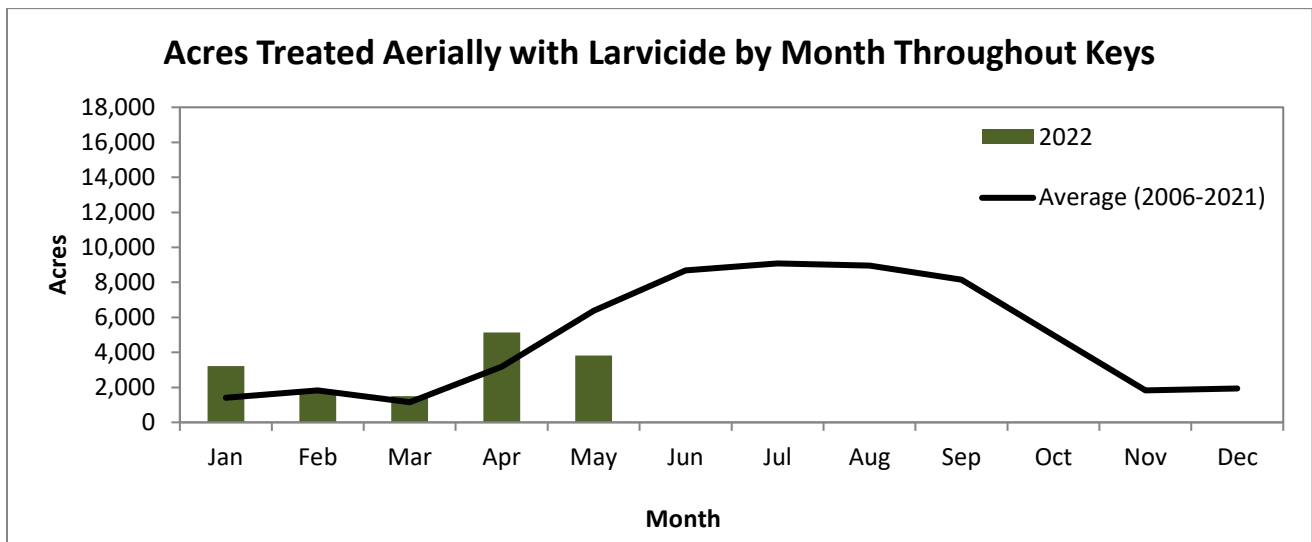
Aerial Adulticiding Acreage in May 2022: 0



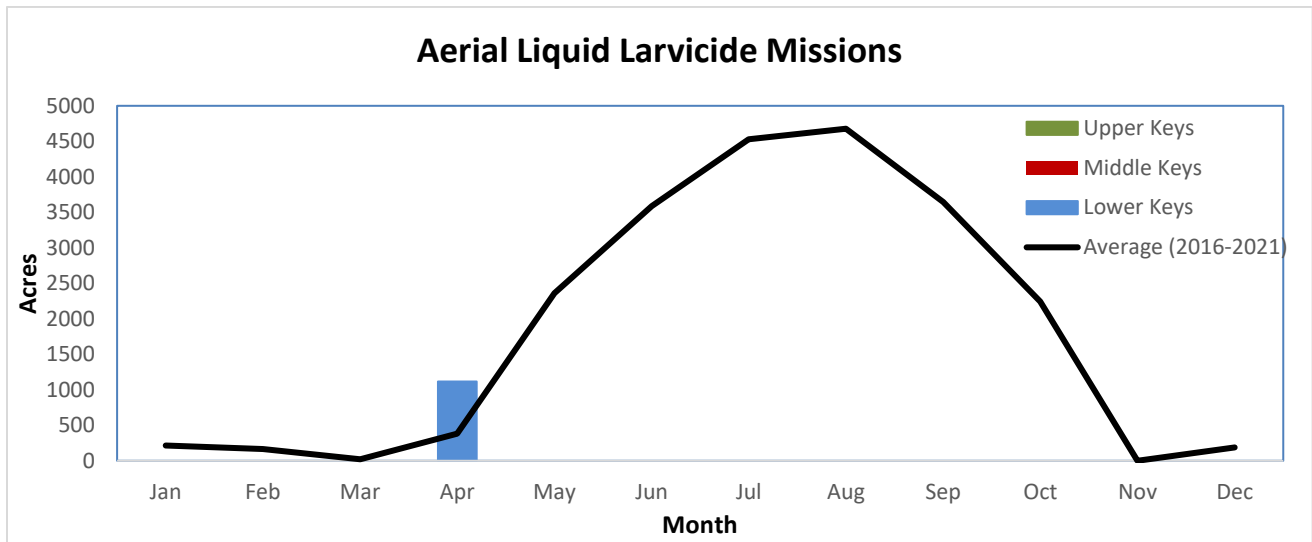
Aerial Granular Larviciding Missions in May 2022: 13



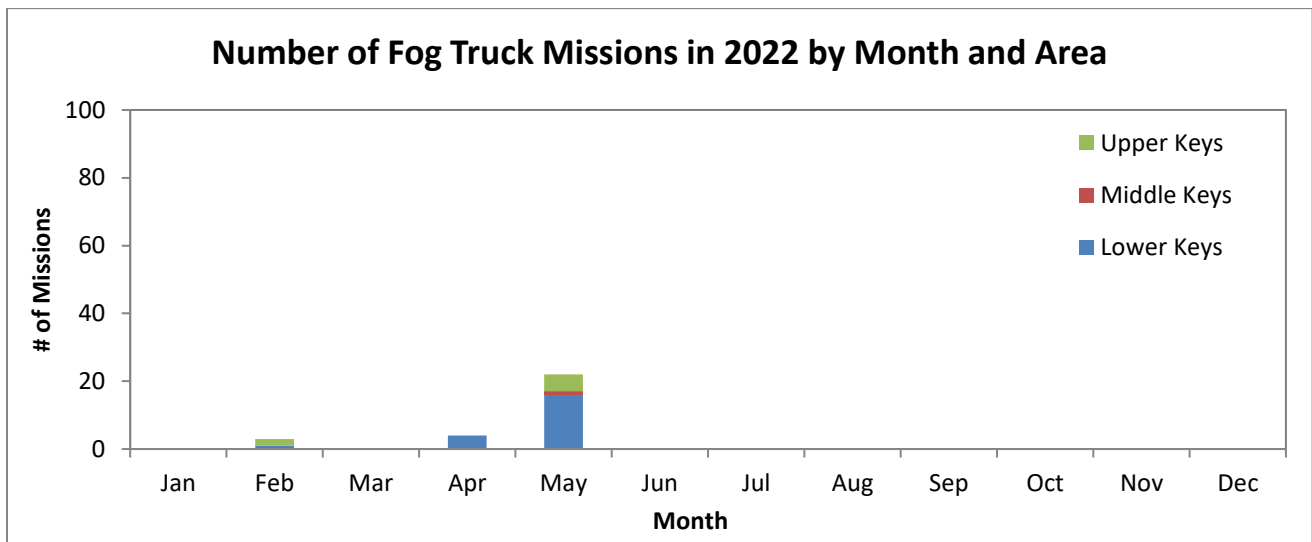
Aerial Granular Larviciding Acreage in May 2022: 3,829



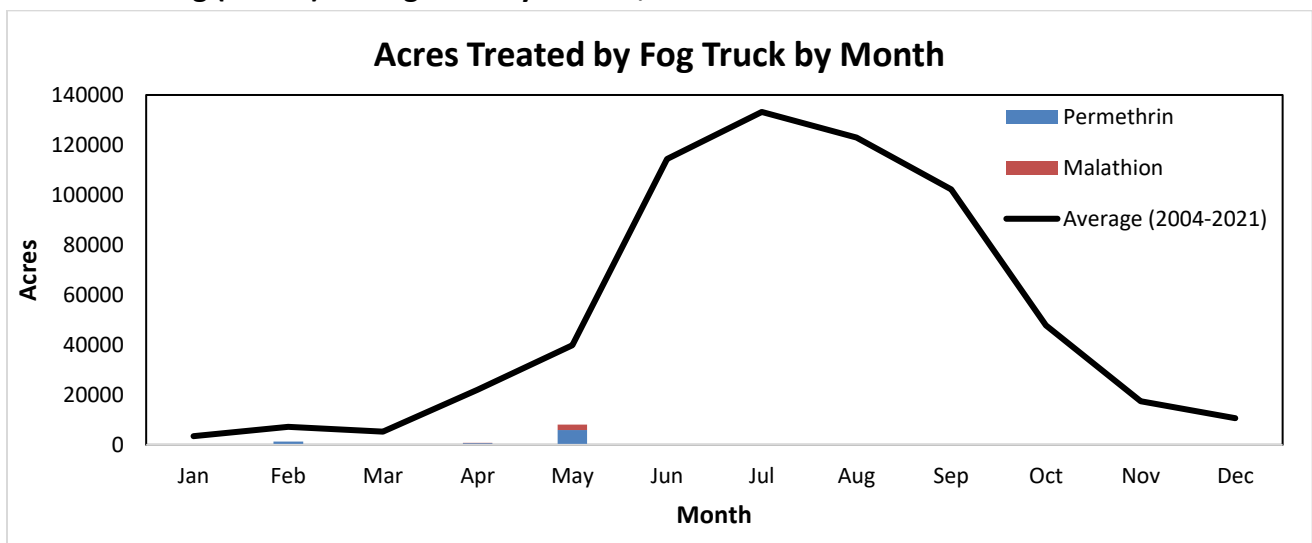
Number of Aerial Liquid Larviciding Missions in May 2022: 0



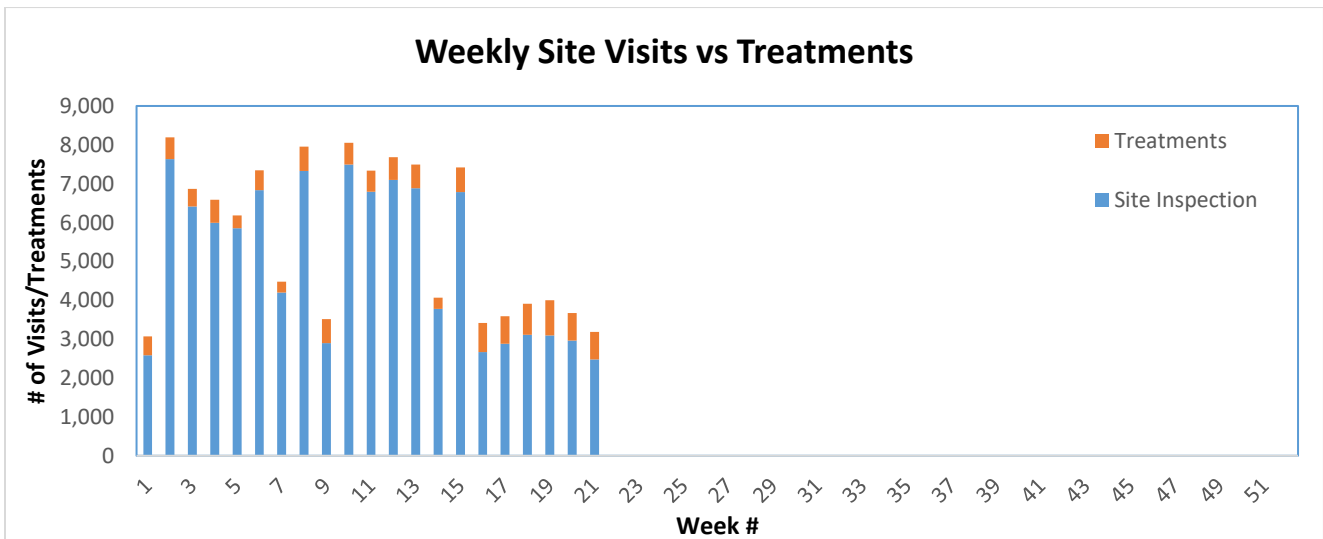
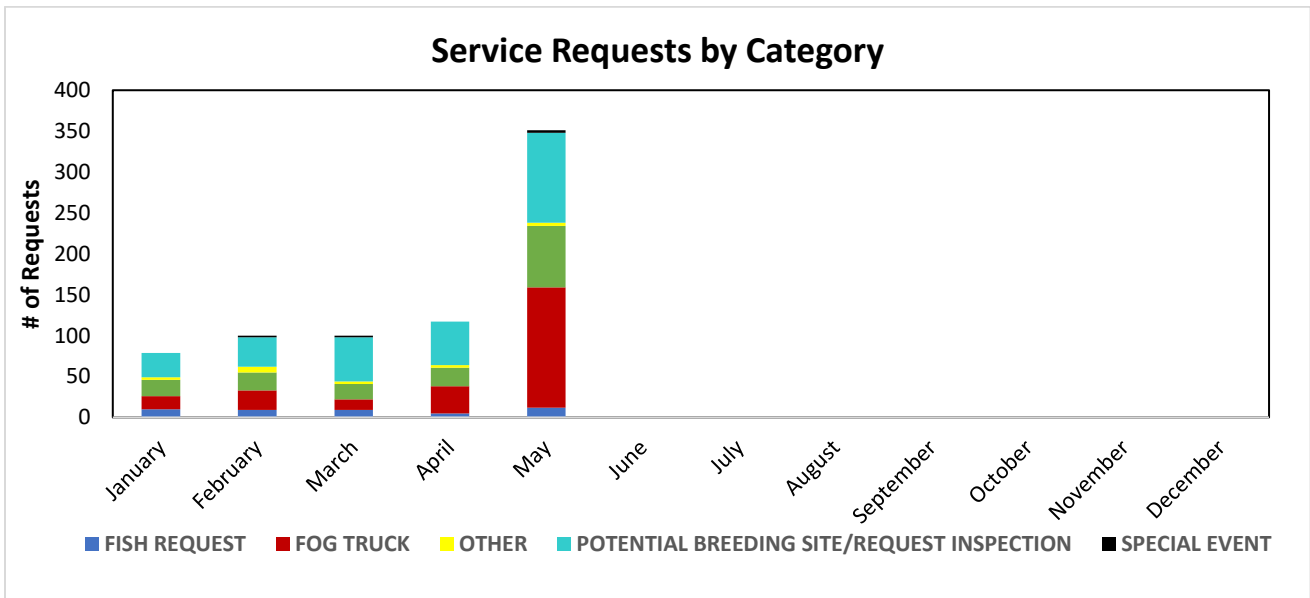
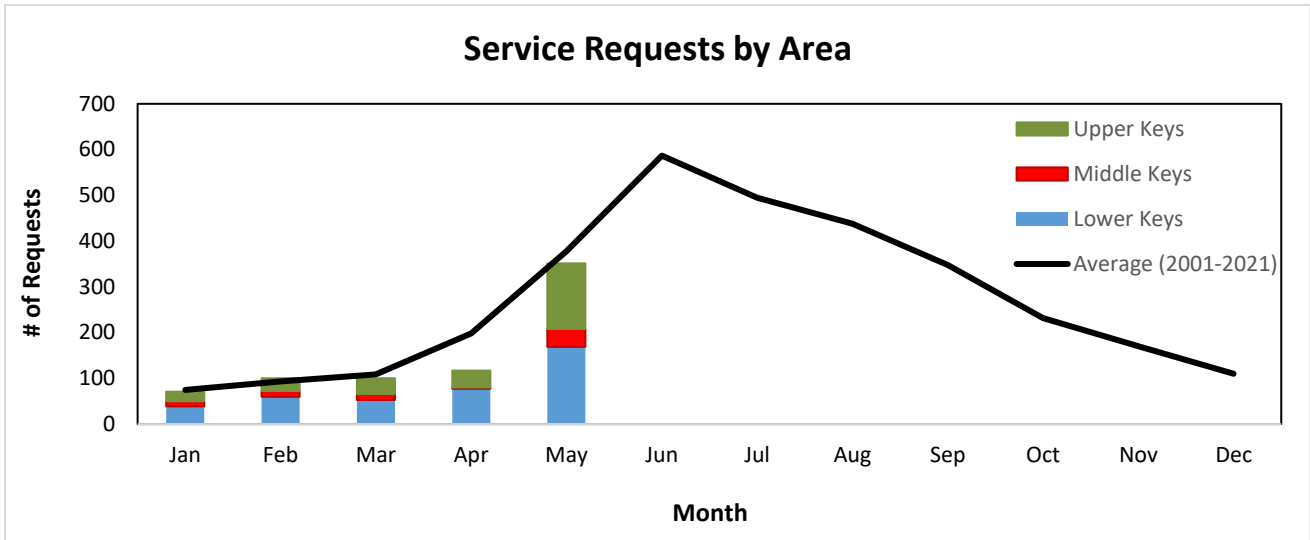
Ground Adulticiding (Trucks) Missions in May 2022: 22



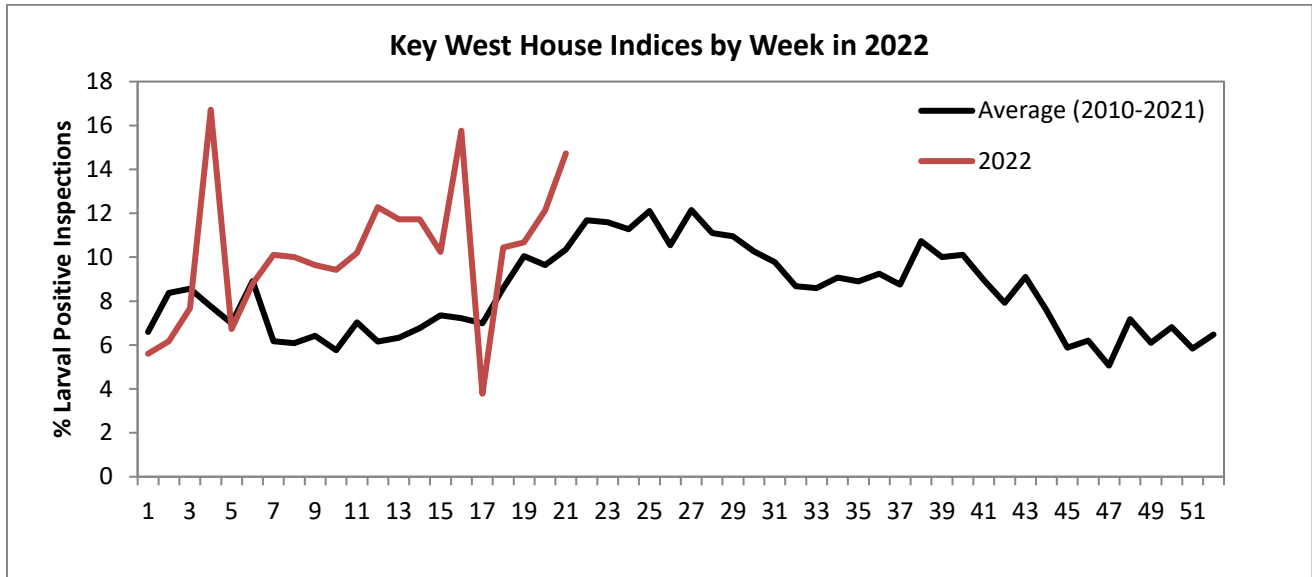
Ground Adulticiding (Trucks) Acreage in May 2022: 8,064



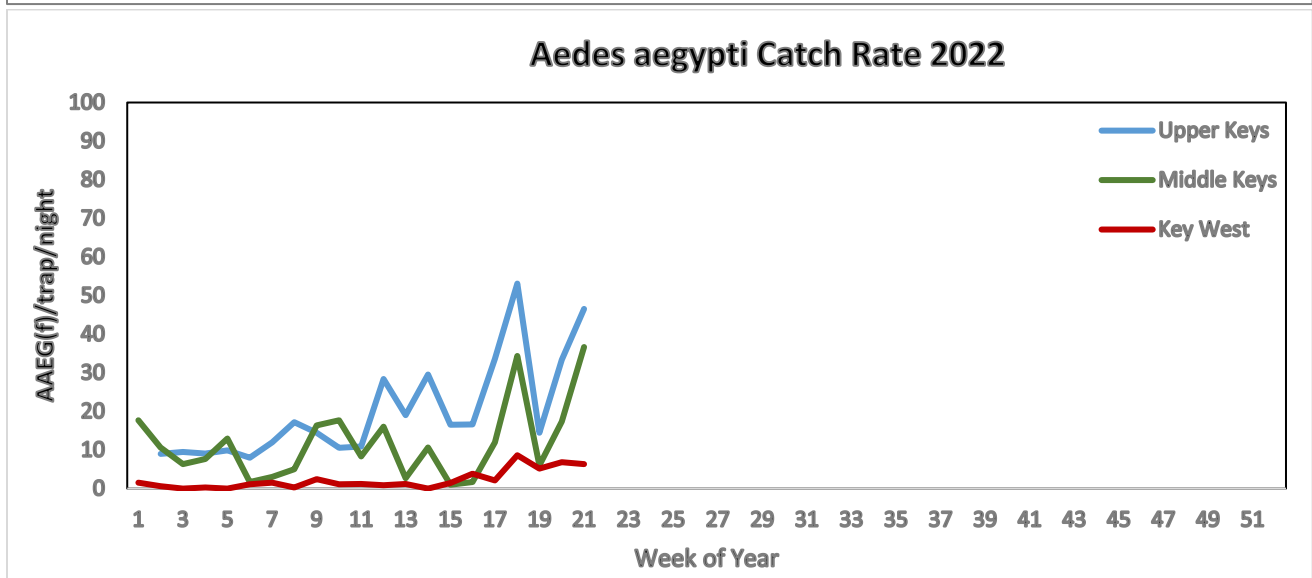
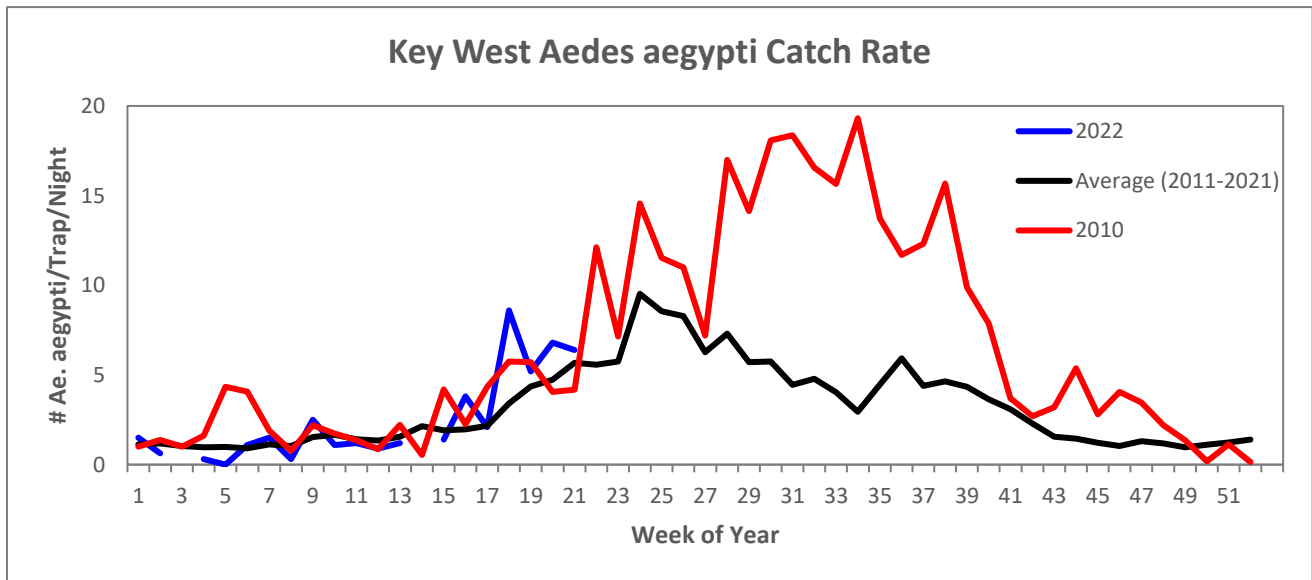
Total Service Requests for May 2022: 351



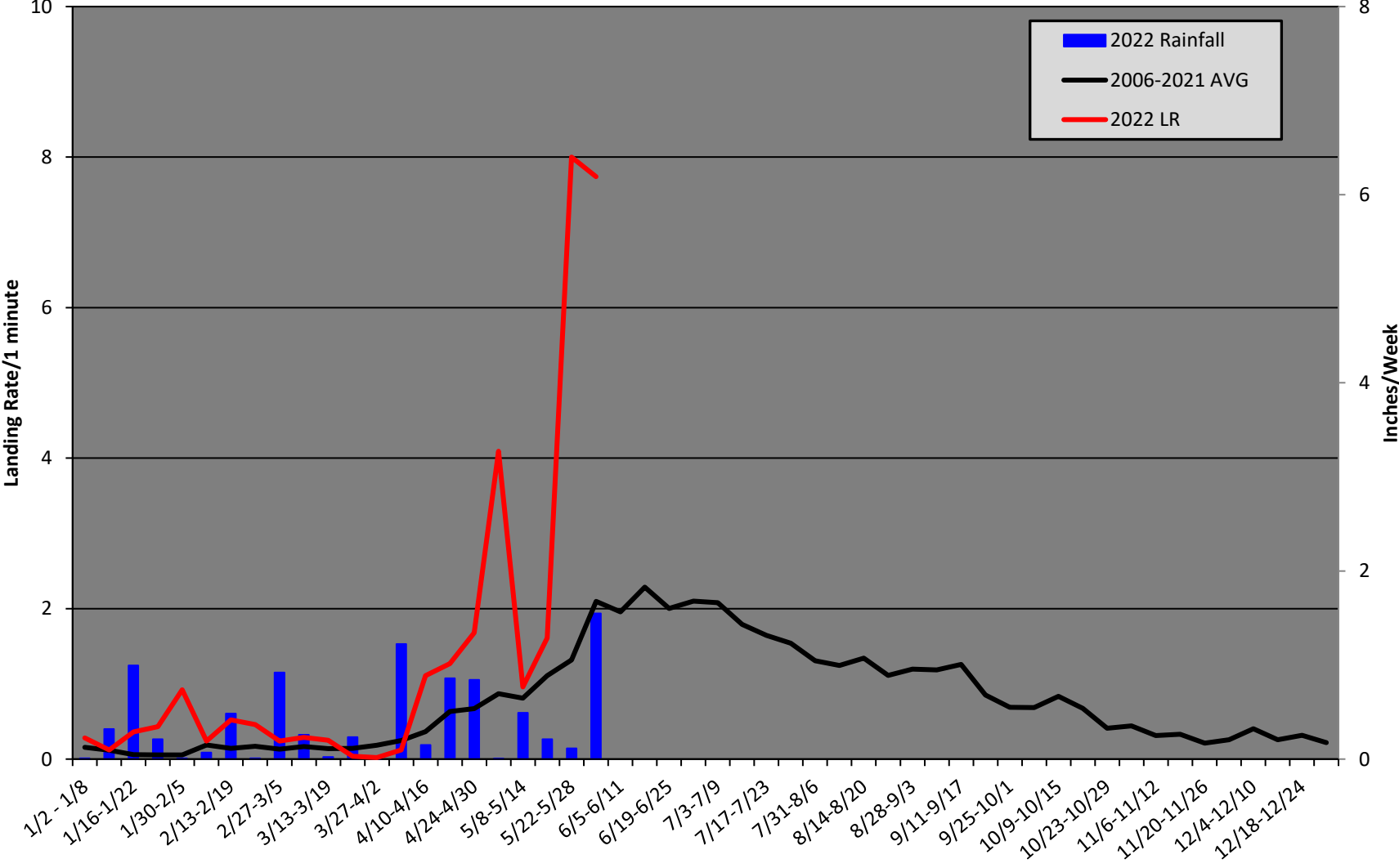
Key West *Aedes aegypti* Larval Information:



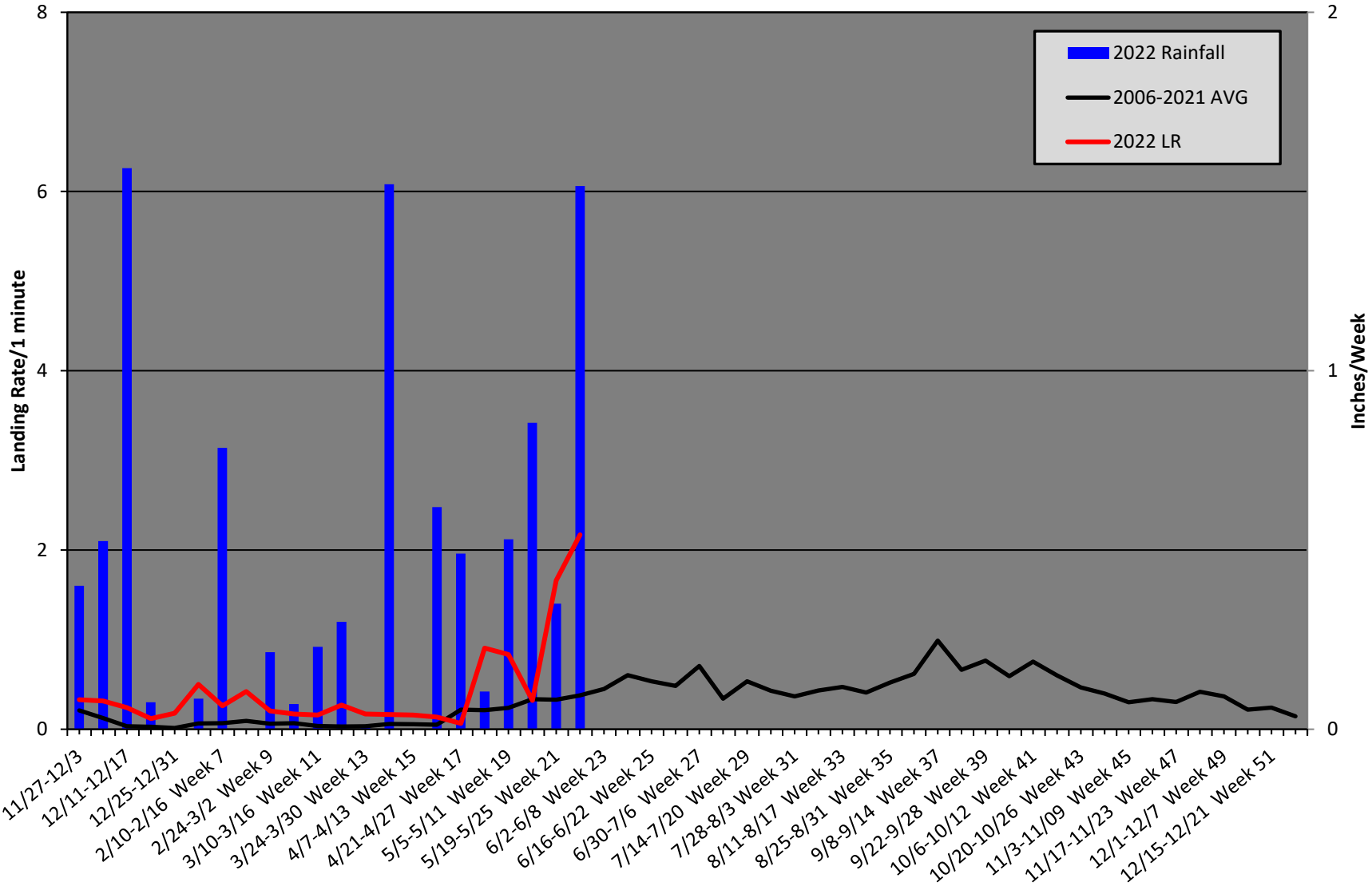
Adult *Aedes aegypti* Catch Rate Information:



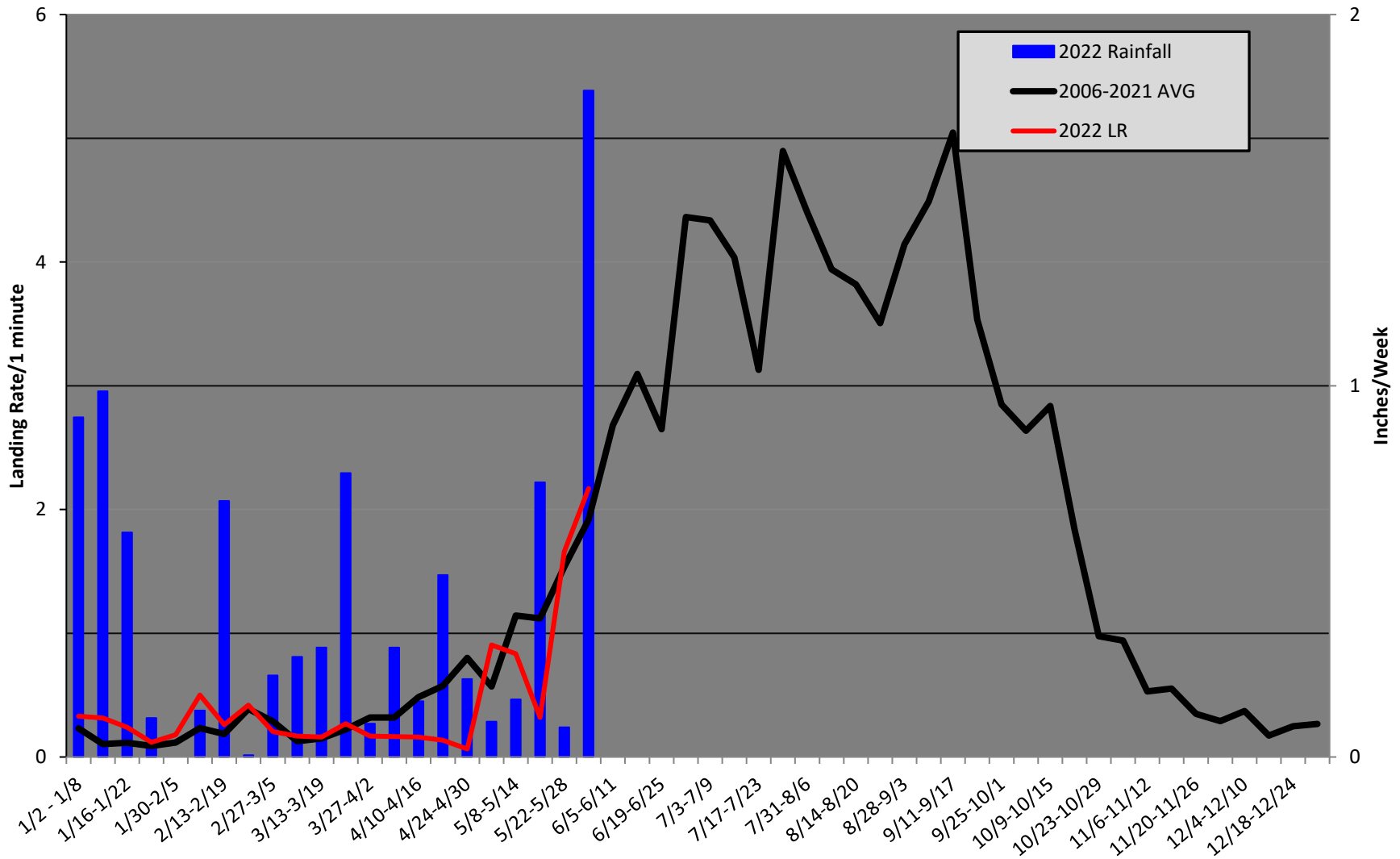
Lower Keys: Saddlebunch to Bahia Honda Average Landing Rate Counts and Rainfall



Middle Keys: Vaca Key to Lower Matecumbe Average Landing Rate Counts and Rainfall



Upper Keys: Upper Matecumbe to Upper Key Largo Average Landing Rate Counts



Item 9a

Discussion of
Roberts Rule
concerning
Consent
Agenda

"Current Policy"

Agenda

Resolution 2011-02 adopted January 21, 2011, An Agenda defines the purpose of the meeting and serves as the framework for the conduct of business.

Last-minute additions to the agenda are discouraged, as it does not give Commissioners time to study these items before the meeting. However, emergency items may be added at the discretion of the Chairman as those situations arise, per the Agenda Setting Policy.

Both "DACS formatted" and "Analytical formatted" budgets are to be presented to the Board.

The Agenda Setting Policy is:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT AGENDA SETTING POLICY

Adopted on 11/13/13

I. APPLICABILITY

The purpose, spirit and intent of this policy is to outline the procedures for setting the agenda for all Regular Florida Keys Mosquito Control District meetings.

II. PREPARATION AND DISTRIBUTION OF AGENDA

Individuals wishing to submit an agenda item shall do so by noon seven (7) calendar days prior to a scheduled meeting. The Agenda will be posted on the District Website by the close of business seven (7) calendar days prior to any meeting. The Agenda shall be made available to any person who requests a copy and who pays the reasonable cost of the copy.

III. SUPPORTING DOCUMENTS OF AGENDA ITEMS

If an individual submits an item for the agenda and plans to utilize supporting documents at the meeting, such supporting documents must be submitted by 12:00 p.m. five (5) calendar days prior to a scheduled meeting.

The supporting documents will be distributed to Commissioners at the end of business five (5) calendar days prior to the Meeting, and made available to the public at the Meeting.

In addition, the Budget Analysis, Cash Disbursements, and District Check Register will be posted on the District website at the end of business five (5) days prior to the Meeting.

IV. AMENDMENT OF AGENDA POST PREPARATION AND DISTRIBUTION

After the Agenda has been made available, a change shall be made only for good cause, as determined by 3/5 majority of the District Board, at the beginning of the Regular Meeting, on a case by case basis and stated in the record.

RESOLUTION NO. 2011- 02

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT PROVIDING FOR INCORPORATION OF RECITALS, PROVIDING FOR AN IMPROVED AGENDA SETTING POLICY, AND PROVIDING FORAN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 388, F.S., the board of commissioners of the Florida Keys Mosquito Control District ("District") may do any and all things necessary for the control and elimination of all species of mosquitoes and other arthropods of public health importance;

WHEREAS, pursuant to Chapter 388, F.S., the board of commissioners shall adopt such rules not inconsistent with the provisions of this chapter or with other legislation which in its judgment may be necessary for the proper enforcement of this chapter provided such rules are approved by the department;

WHEREAS, it is deemed in the interest of the public that additional measures be adopted to outline the procedures for setting the agenda for all Florida Keys Mosquito Control District meetings, whether Regular or Special.

THEREFORE, BE IT RESOLVED BY THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA AS FOLLOWS:

Section 1: The above recitals are true and correct and incorporated into this resolution by reference.


Section 2: The provisions set forth in the Agenda Setting Policy, attached as *Exhibit A*, shall

be incorporated as if fully set forth herein.

Section 3. This resolution shall take effect on the date passed and adopted as reflect below.

Unanimously PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 21 day of January 2011.

Joan Lord-Papy, District 1
Richard F. Rudell, District
Stephen K. Smith, District 3
William J. Shaw, District 4
Jack Bridges, District 5



**FLORIDA KEYS MOSQUITO
CONTROL DISTRICT BOARD
OF COMMISSIONERS**



Chair

ATTEST: Mary Ann Vitores

Approved as to form: _____

Order of Business:

1. Meeting called to order
2. Invocation
3. Pledge of Allegiance to the Flag
4. Roll call of Commissioners
5. Community Input (For items relevant to FKMCD)
6. Approval of the agenda: Additions, Corrections or Deletions
7. Approval of the Consent Agenda: Typical items include minutes and financial reports
8. Reports (Attorney, Director)
9. Items for Board Discussion
10. Items for Board Review and Action
11. Good of the Order
12. Adjournment

"Proposed Changes"

Agenda

Resolution 2011-02 adopted January 21, 2011, An Agenda defines the purpose of the meeting and serves as the framework for the conduct of business.

Last-minute additions to the agenda are discouraged, as it does not give Commissioners time to study these items before the meeting. However, emergency items may be added at the discretion of the Chairman as those situations arise, per the Agenda Setting Policy.

Both "DACS formatted" and "Analytical formatted" budgets are to be presented to the Board.

The Agenda Setting Policy is:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT AGENDA SETTING POLICY

Adopted on 11/13/13

I. APPLICABILITY

The purpose, spirit and intent of this policy is to outline the procedures for setting the agenda for all Regular Florida Keys Mosquito Control District meetings.

II. PREPARATION AND DISTRIBUTION OF AGENDA

Individuals wishing to submit an agenda item shall do so by noon seven (7) calendar days prior to a scheduled meeting. The Agenda will be posted on the District Website by the close of business seven (7) calendar days prior to any meeting. The Agenda shall be made available to any person who requests a copy and who pays the reasonable cost of the copy.

III. SUPPORTING DOCUMENTS OF AGENDA ITEMS

If an individual submits an item for the agenda and plans to utilize supporting documents at the meeting, such supporting documents must be submitted by 12:00 p.m. five (5) calendar days prior to a scheduled meeting.

The supporting documents will be distributed to Commissioners at the end of business five (5) calendar days prior to the Meeting, and made available to the public at the Meeting.

In addition, the Budget Analysis, Cash Disbursements, and District Check Register will be posted on the District website at the end of business five (5) days prior to the Meeting.

IV. AMENDMENT OF AGENDA POST PREPARATION AND DISTRIBUTION

After the Agenda has been made available, a change shall be made only for good cause, as determined by 3/5 majority of the District Board, at the beginning of the Regular Meeting, on a case by case basis and stated in the record.

RESOLUTION NO. 2011- 02

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT PROVIDING FOR INCORPORATION OF RECITALS, PROVIDING FOR AN IMPROVED AGENDA SETTING POLICY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 388, F.S., the board of commissioners of the Florida Keys Mosquito Control District ("District") may do any and all things necessary for the control and elimination of all species of mosquitoes and other arthropods of public health importance;

WHEREAS, pursuant to Chapter 388, F.S., the board of commissioners shall adopt such rules not inconsistent with the provisions of this chapter or with other legislation which in its judgment may be necessary for the proper enforcement of this chapter provided such rules are approved by the department;

WHEREAS, it is deemed in the interest of the public that additional measures be adopted to outline the procedures for setting the agenda for all Florida Keys Mosquito Control District meetings, whether Regular or Special.

THEREFORE, BE IT RESOLVED BY THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA AS FOLLOWS:

Section 1: The above recitals are true and correct and incorporated into this resolution by reference.

Section 2: The provisions set forth in the Agenda Setting Policy, attached as *Exhibit A*, shall

be incorporated as if fully set forth herein.

Section 3. This resolution shall take effect on the date passed and adopted as reflect below.

Unanimously PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 21 day of January 2011.

Joan Lord-Papy, District 1
Richard F. Rudell, District 2
Stephen K. Smith, District 3
William J. Shaw, District 4
Jack Bridges, District 5



**FLORIDA KEYS MOSQUITO
CONTROL DISTRICT BOARD
OF COMMISSIONERS**



Chair

ATTEST: Mary Ann Vitores

Approved as to form: _____

Consent Agenda:

A consent agenda may be utilized to list items considered routine and non-controversial by the FKMCD Board and will be approved by a single motion, in gross and without debate or amendment. Upon request of a single member, any item shall be removed from the consent agenda and taken up under the regular rules after its placement in the appropriate class of business on the meeting agenda. The consent agenda shall be placed on the meeting agenda as the first item of business. Financial reports, committee reports and legally required reports should not be included on the consent agenda.

Order of Business:

1. Meeting called to order
2. Invocation
3. Pledge of Allegiance to the Flag
4. Roll call of Commissioners
5. Community Input (For items relevant to FKMCD)
6. Approval of the **Consent Agenda**
7. Approval of the **Agenda: Additions, Corrections or Deletions**
8. Reports (**Treasurer**, Attorney, Director)
9. Items for Board Discussion
10. Items for Board Review and Action
11. Good of the Order
12. Adjournment

Item 10a

Financial Reports

Budget Analysis

District Finances

Cash Disbursements

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2021-2022
MAY 2022**

STATE FUND

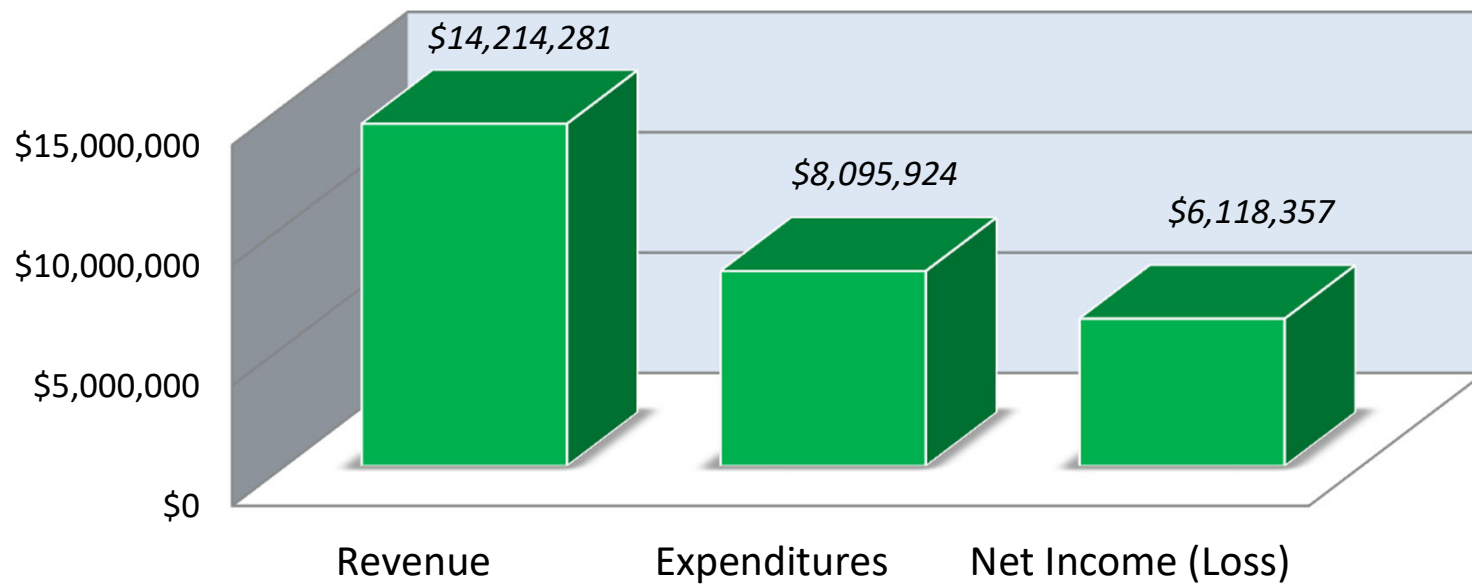
ACCT. NO	ITEM	Annual Budget	Current May Actual	Prior Year Month	Current YTD Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15						0.00	0.00
20	Personal Service Benefits 21 - 25						0.00	0.00
30	Operating Expense 31 - 34						0.00	0.00
40	Travel and Per Diem 40.1 - 40.3	15,000.00			1,915.95	0.00	13,084.05	1,915.95
41	Communication Services						0.00	0.00
42	Freight Services						0.00	0.00
43	Utility Services						0.00	0.00
44	Rentals and Leases						0.00	0.00
45	Insurance						0.00	0.00
46	Repair and Maintenance Service 46.1 - 46.6						0.00	0.00
47	Printing/Binding						0.00	0.00
48	Promotional Activities						0.00	0.00
49	Other Current Charges and Obligations						0.00	0.00
51	Office Supplies/Materials						0.00	0.00
52.1	Gas/Oil/Lube						0.00	0.00
52.2	Chemical/Solvents/Additives	1,133,275.23			275,572.50	83,520.00	857,702.73	192,052.50
52.3	Clothing and Wearing Apparel						0.00	0.00
52.4	Miscellaneous Supplies and Incidental						0.00	0.00
52.5	Tools and Small Implements						0.00	0.00
54	Books, Publications, Subscriptions, Memberships						0.00	0.00
55	Training	8,764.00			0.00	2,190.00	8,764.00	(2,190.00)
60	Capital Outlay 61 - 64	194,038.00					194,038.00	0.00
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	50,000.00					50,000.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay							
0.002	Reserves - Self Insurance							
0.004	Reserves - Sick and Annual Leave							
	TOTAL:	1,401,077.23	0.00	0.00	277,488.45	85,710.00	1,123,588.78	191,778.45

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2021-2022
MAY 2022**

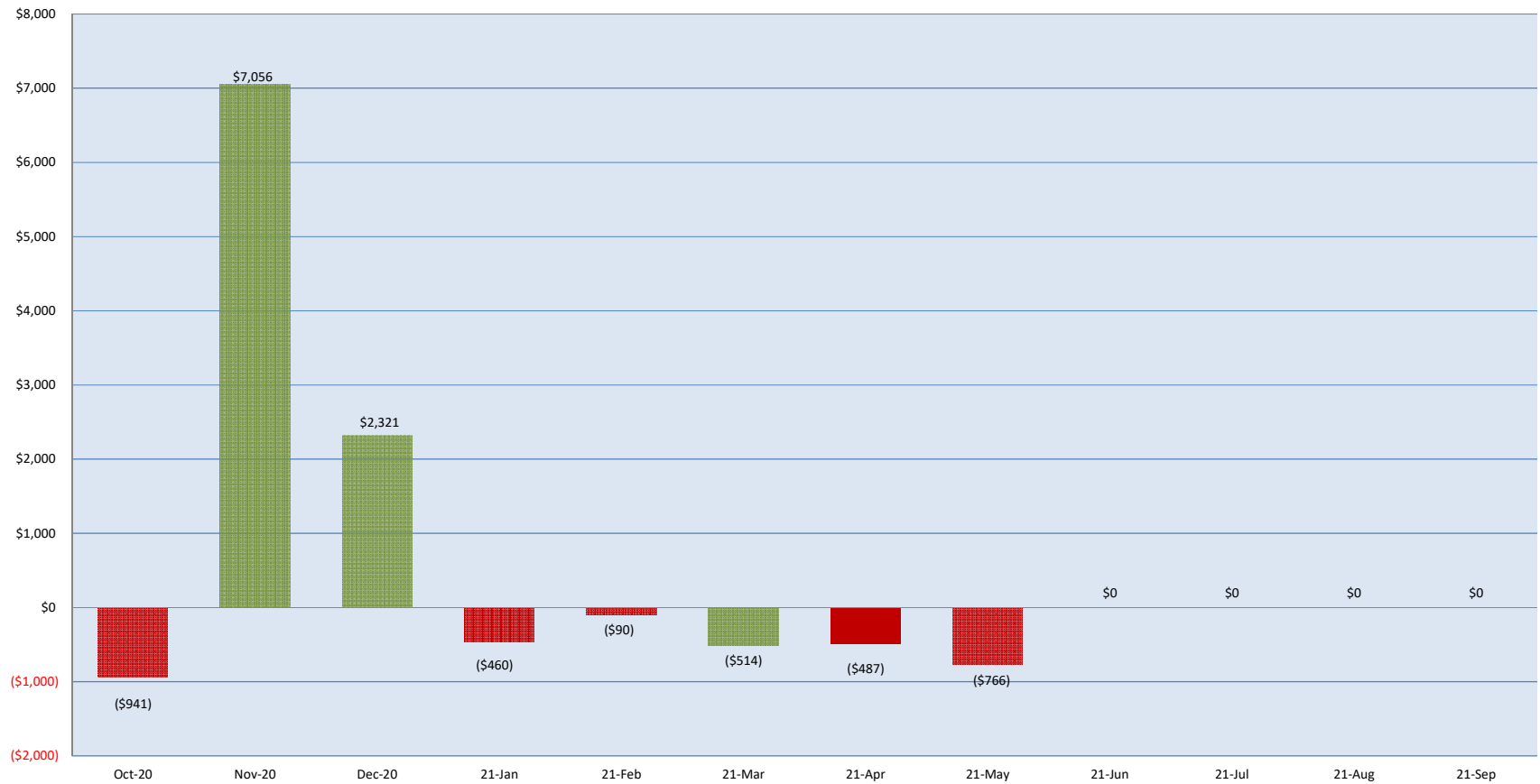
LOCAL FUND

ACCT. NO	ITEM	Annual Budget	Current May Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15	5,107,273.00	371,993.93	357,404.71	3,238,248.23	3,148,736.94	1,869,024.77	89,511.29
20	Personal Service Benefits 21 - 25	3,638,882.00	286,444.86	252,794.91	2,046,893.21	2,049,234.57	1,591,988.79	(2,341.36)
30	Operating Expense 31 - 34	1,034,039.00	61,641.28	19,913.40	737,834.32	1,168,019.88	296,204.68	(430,185.56)
40	Travel and Per Diem 40.1 - 40.3	140,985.00	4,614.86	1,531.74	64,409.67	307.65	76,575.33	64,102.02
41	Communication Services	100,100.00	7,628.94	7,819.10	57,766.46	68,534.40	42,333.54	(10,767.94)
42	Freight Services	12,020.00	537.16	719.27	9,706.46	9,184.42	2,313.54	522.04
43	Utility Services	114,650.00	7,442.19	6,384.75	62,682.57	49,926.28	51,967.43	12,756.29
44	Rentals and Leases	941,243.00	9,781.79	7,305.53	89,056.29	66,288.90	852,186.71	22,767.39
45	Insurance	773,570.00	20,031.00	(33,210.00)	24,333.70	(14,424.00)	749,236.30	38,757.70
46	Repair and Maintenance Service 46.1 - 46.6	564,556.00	29,087.98	36,730.08	340,465.16	245,258.25	224,090.84	95,206.91
47	Printing/Binding	4,050.00	320.00	200.00	2,223.80	1,459.53	1,826.20	764.27
48	Promotional Activities	15,000.00	0.00	0.00	5,394.00	2,928.00	9,606.00	2,466.00
49	Other Current Charges and Obligations	511,115.00	732.95	923.00	504,067.20	354,739.24	7,047.80	149,327.96
51	Office Supplies/Materials	92,200.00	5,793.27	2,494.10	42,805.04	15,016.45	49,394.96	27,788.59
52.1	Gas/Oil/Lube	218,967.00	26,915.42	8,128.61	139,712.52	91,309.68	79,254.48	48,402.84
52.2	Chemical/Solvents/Additives	910,666.43	112,807.14	19,075.00	415,935.85	187,369.06	494,730.58	228,566.79
52.3	Clothing and Wearing Apparel	40,830.00	3,850.61	5,774.70	26,213.26	23,293.29	14,616.74	2,919.97
52.4	Miscellaneous Supplies and Incidental	195,330.00	9,570.86	4,825.37	87,647.58	46,206.13	107,682.42	41,441.45
52.5	Tools and Small Implements	10,000.00	122.63	363.62	7,240.30	2,630.92	2,759.70	4,609.38
54	Books, Publications, Subscriptions, Memberships	85,310.00	718.38	2,556.33	44,223.98	44,518.68	41,086.02	(294.70)
55	Training	132,459.00	13,899.00	553.13	58,602.08	4,363.79	73,856.92	54,238.29
60	Capital Outlay 61 - 64	367,500.00	0.00	8,372.79	90,461.99	58,264.18	277,038.01	32,197.81
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	2,500,000.00					2,500,000.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay	2,454,026.00					2,454,026.00	
0.002	Reserves - Self Insurance						0.00	
0.004	Reserves - Sick and Annual Leave	250,000.00					250,000.00	
	TOTAL:	20,214,771.43	973,934.25	710,660.14	8,095,923.67	7,623,166.24	12,118,847.76	472,757.43

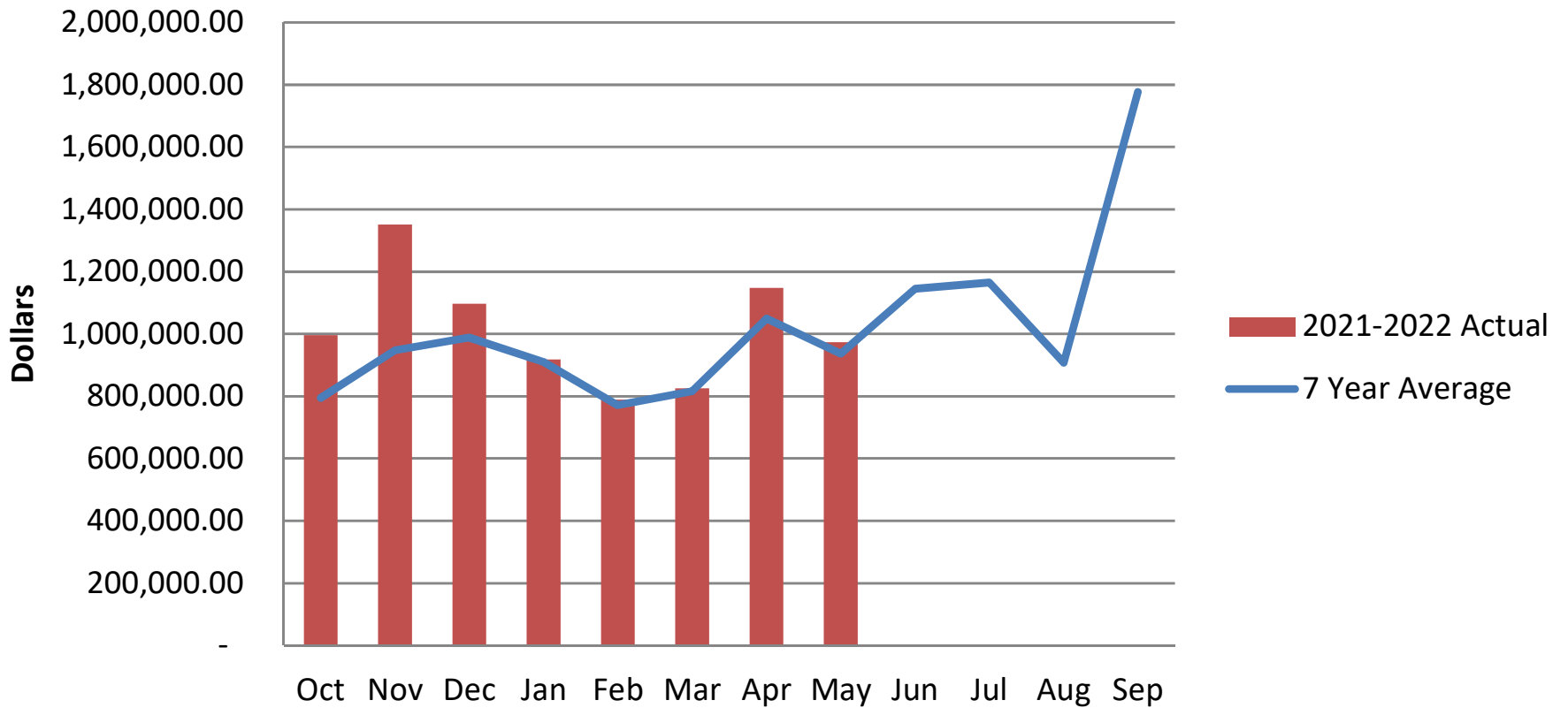
FKMCD Local FY 2021-2022 YTD Cash Basis Net Income (Loss) through May 2022



**FKMCD Local Funds FY 2021-2022 Cash Basis Monthly Net Income (Loss) through
May 2022
(Thousands of Dollars)**



Expenditure of Local Funds 2021-2022 Actual vs. Average of Last 7 Years



Florida Keys Mosquito Control District
District Finances as of
June 16, 2022

LOCAL ACCOUNT FUNDS

CHECKING - OPERATING

Checking Account balance on May 31, 2022:	\$	11,515,584.55	
Plus June 2022 deposits to date:		90,693.01	
Total Operating Checking Account funds available:		11,606,277.56	\$ 11,606,277.56
Less funds transferred from Operating to Payroll:		(155.91)	
Less funds transferred from Operating to Health:		(183,689.69)	
Less June 2022 expenditures to date:		(486,842.64)	
Total Operating Checking Account funds expended/transferred to date:		(670,688.24)	
Balance in Local Checking Account at present:			\$ 10,935,589.32

CHECKING - PAYROLL

Checking Account balance on May 31, 2022:	\$	0.00	
Plus funds transferred from Operating Checking to Payroll Checking:		155.91	
Total Payroll Checking Account funds available:		155.91	\$ 155.91
Total Net Payroll Checking expenditures to date:		(155.91)	
Balance in Local Payroll Checking Account at present:			\$ 0.00

HEALTH INSURANCE CLAIMS FUND ACCOUNT

Checking Account balance on May 31, 2022:	\$	4.92	
Plus funds transferred from Operating Checking to Health Checking:		183,689.69	
Total Health Checking Account funds available:		183,694.61	\$ 183,694.61
Total Net Health Checking expenditures to date:		(183,694.61)	
Balance in Local Health Checking Account at present:			\$ 0.00
Plus FSA Account			53,164.33
Total Local Funds:			\$ 10,988,753.65

STATE I ACCOUNT FUNDS

CHECKING - OPERATING

May 31, 2022:	\$	220,152.45	
Plus June 2022 deposits to date:		0.00	
Total Checking Account funds available:		220,152.45	\$ 220,152.45
Less funds transferred to Operating Checking:			
Less June 2022 expenditures to date:		0.00	
Total State I Checking Account funds expended/transferred to date:		0.00	\$ 0.00
Balance in State I Checking Account at present:			\$ 220,152.45

**CASH DISBURSEMENTS
FLORIDA KEYS MOSQUITO CONTROL DISTRICT**

**Honorable Board of Commissioners
Florida Keys Mosquito Control District
Key West, Florida 33040**

Commissioners:

I herewith tender to you Cash Disbursements May 1, 2022 to May 31, 2022:

Check No.	Payment Date	Remit To	Payment Amt.
ACH	5/3/2022	Centennial Bank	1,385.25
ACH	5/3/2022	EFTPS	229.50
ACH	5/13/2022	Florida State Disbursement Unit (Garnishments)	209.19
ACH	5/13/2022	Florida State Disbursement Unit (Garnishments)	411.78
ACH	5/13/2022	Florida State Disbursement Unit (Garnishments)	278.42
ACH	5/13/2022	Empower Retirement (Payroll Deductions)	7,380.83
ACH	5/13/2022	EFTPS	45,933.98
ACH	5/13/2022	Centennial Bank (Payroll)	127,296.65
ACH	5/20/2022	CIGNA Healthcare	64,519.58
ACH	5/17/2022	Centennial Bank (Payroll)	207.79
ACH	5/17/2022	EFTPS	34.42
ACH	5/20/2022	Centennial Bank	62.50
ACH	5/20/2022	Centennial Bank	1,060.19
ACH	5/20/2022	Centennial Bank	1,573.20
ACH	5/20/2022	Centennial Bank	698.00
ACH	5/24/2022	Centennial Bank	4,721.07
ACH	5/31/2022	EFTPS	1,578.15
ACH	5/31/2022	Centennial Bank (Payroll)	4,507.48
ACH	5/27/2022	Centennial Bank (Payroll)	127,576.83
ACH	5/27/2022	EFTPS	45,846.42
ACH	5/27/2022	Florida State Disbursement Unit (Garnishments)	209.19
ACH	5/27/2022	Florida State Disbursement Unit (Garnishments)	411.78
ACH	5/27/2022	Florida State Disbursement Unit (Garnishments)	278.42
ACH	5/27/2022	Empower Retirement (Payroll Deductions)	7,180.83
117294	5/6/2022	Admirals Lock & Safe	175.00
117295	5/6/2022	Advanced Fire & Security, Inc.	333.00
117296	5/6/2022	AG-NAV, Inc	240.00
117297	5/6/2022	Airgas USA, LLC	2,730.24
117298	5/6/2022	Amazon Capital Services	1,499.80
117299	5/6/2022	Beckmann's Auto Parts	1,464.10
117300	5/6/2022	Capital One Trade Credit	99.95
117301	5/6/2022	DSLX.NET	3,275.00
117302	5/6/2022	Enterprise FM Trust	8,462.52
117303	5/6/2022	Federal Express	351.77
117304	5/6/2022	Florida Keys Aqueduct Authority	303.08
117305	5/6/2022	Frasco Profiles	203.53
117306	5/6/2022	Gary's Plumbing and Fire, Inc	495.00
117307	5/6/2022	Home Depot Credit Services	727.55
117309	5/6/2022	Keys Auto Supply	1,869.77
117310	5/6/2022	Keys Energy Services	825.23
117311	5/6/2022	Keys Motors, LLC	283.98
117312	5/6/2022	Keys Sanitary Service (RCR0208)	182.23

LOCAL ACCOUNT CONTINUED

117313	5/6/2022	Key West Auto Parts	22.29
117314	5/6/2022	KLI Shell Lumber & Hardware Headquarters	83.39
117315	5/6/2022	Chris Law (Per Diem/Travel Reimbursement 4/25/2022)	15.00
117316	5/6/2022	Level 4 Telcom	481.10
117317	5/6/2022	Marathon Garbage Service, Inc.	665.65
117318	5/6/2022	Marie's Cleaning	920.00
117319	5/6/2022	Sam C. Steele, C.F.C. (Registration Renewals)	33.40
117320	5/6/2022	Jose Nunez (Reimbursement for Shelving & Bins for IT Dept)	1,075.73
117321	5/6/2022	Pace Enterprises	7,675.00
117322	5/6/2022	Publix Super Markets, Inc.	275.93
117323	5/6/2022	SkillPath	299.00
117324	5/6/2022	Southeastern Grocer LLC.	551.23
117325	5/6/2022	Specialty Hardware Supply, Inc.	31.37
117326	5/6/2022	Staples Business Credit	264.09
117327	5/6/2022	Sunshine Gasoline Distributors, Inc.	2,476.59
117328	5/6/2022	UniFirst Corporation	1,661.65
117329	5/6/2022	Verizon Wireless	3,733.34
117330	5/6/2022	Waste Management of Florida Keys	368.57
117331	5/6/2022	Wowza Media Systems	1,048.95
117332	5/6/2022	Wright National Insurance Co (Flood Insurance)	16,606.00
117333	5/6/2022	Wright National Insurance Co (Flood Insurance)	3,425.00
117334	5/9/2022	Jill Cranney-Black (Per Diem/Travel Reimbursement Bd Mtg 5/10/2022)	77.33
117335	5/9/2022	Thomas R. McDonald (Per Diem/Travel Reimbursement Bd Mtg 5/10/2022)	68.67
117336	5/9/2022	Brandon Pinder (Per Diem/Travel Reimbursement Bd Mtg 5/10/2022)	79.20
117337	5/13/2022	Advance Auto Parts	272.66
117338	5/13/2022	Amazon Capital Services	2,836.69
117339	5/13/2022	APG Media	223.50
117340	5/13/2022	AutoZone, Inc.	416.66
117341	5/13/2022	Campbell Oil Co Inc.	8,321.66
117342	5/13/2022	Category 5	320.00
117343	5/13/2022	Clarke Mosquito Control Products	27,166.67
117344	5/13/2022	Danilo Diaz Perez (Per Diem/Travel Reimbursement 4/5-27/2022)	65.00
117345	5/13/2022	Forestry Suppliers, Inc.	105.18
117346	5/13/2022	Grainger	318.60
117347	5/13/2022	Island Tire	150.00
117348	5/13/2022	Kurt Joseph (Per Diem/Travel Reimbursement 4/26-27/2022)	25.00
117349	5/13/2022	Keys Automotive Sales & Service	2,006.16
117350	5/13/2022	Marathon Garbage Service, Inc.	571.00
117351	5/13/2022	Pure Health Solutions Inc.	239.70
117352	5/13/2022	Sherwin-Williams	713.96
117353	5/13/2022	Tenacious Fabricating, LLC.	1,420.00
117354	5/13/2022	ULINE	226.50
117355	5/13/2022	United Way of the Florida Keys (Payroll Deductions)	23.00
117356	5/13/2022	Vernis & Bowling of the Florida (Professional Services)	4,547.00
117357	5/13/2022	West Marine	34.98
117358	5/13/2022	Wired Waters	3,500.00
117359	5/13/2022	Xerox Corporation	1,079.57
117360	5/13/2022	Brinin M. Behrend	200.49
117361	5/20/2022	Adapco, Inc.	84,680.00
117362	5/20/2022	Aflac (Payroll Deductions)	44.20
117363	5/20/2022	Aflac (Payroll Deductions)	2,323.74
117364	5/20/2022	AG-NAV, Inc	100.00
117365	5/20/2022	Airbus Helicopters, Inc	5,196.66
117366	5/20/2022	Amazon Capital Services	1,033.91
117367	5/20/2022	BASIC Benefits (COBRA Admin Fee)	62.48

LOCAL ACCOUNT CONTINUED

117368	5/20/2022	BellTextron, Inc	13,600.00
117369	5/20/2022	Boeing Distribution, Inc.	87.22
117370	5/20/2022	Capital One Trade Credit	647.88
117371	5/20/2022	Clarke Mosquito Control Products	16,990.00
117372	5/20/2022	Compliance Signs, LLC	158.73
117373	5/20/2022	Florida Keys Aqueduct Authority	801.22
117374	5/20/2022	Florida Keys Window Tinting	900.00
117375	5/20/2022	Florida Municipal Insurance Trust (Dental Insurance Premiums)	5,707.56
117376	5/20/2022	Lawrence J. Hribar, PhD (Reimbursement for Postage)	4.50
117377	5/20/2022	Leading Edge Aerial Technologies, Inc	10,973.35
117378	5/20/2022	Andrea L. Leal (Per Diem/Travel Reimbursement AMCA 5/16-19/2022)	115.00
117379	5/20/2022	LegalShield (Payroll Deductions)	248.43
117380	5/20/2022	Jose Nunez (Reimbursement for gate repair & maintenance items)	79.63
117381	5/20/2022	Pace Enterprises	1,000.00
117382	5/20/2022	State of Florida	139.50
117383	5/20/2022	Sunshine Gasoline Distributors, Inc.	2,691.63
117384	5/20/2022	Vernis & Bowling of the Florida	3,135.00
117385	5/20/2022	Wired Waters	2,625.00
117386	5/27/2022	Adapco, Inc.	694.80
117387	5/27/2022	Aircraft Spruce & Specialty Co.	326.86
117388	5/27/2022	Amazon Capital Services	5,015.82
117389	5/27/2022	Campbell Oil Co Inc.	8,401.50
117390	5/27/2022	Clarke Mosquito Control Products	9,451.20
117391	5/27/2022	Mikki Coss (Per Diem/Travel Reimbursement AMCA 5/16-19/2022)	132.00
117392	5/27/2022	Danilo Diaz Perez (Per Diem/Travel Reimbursement 5/13-17/2022)	45.00
117393	5/27/2022	Florida Keys Aqueduct Authority	3,725.21
117394	5/27/2022	Forestry Suppliers, Inc.	105.30
117395	5/27/2022	Global Industrial	758.40
117396	5/27/2022	HemoStat Laboratories	34.75
117397	5/27/2022	Kurt Joseph (Per Diem/Travel Reimbursement 5/16-17/2022)	30.00
117398	5/27/2022	Robert McGregor (Per Diem/Travel Reimbursement 5/11/2022)	15.00
117399	5/27/2022	James Ozmar (Per Diem/Travel Reimbursement 5/17/2022)	15.00
117400	5/27/2022	Ramona's	3,556.85
117401	5/27/2022	Sunshine Gasoline Distributors, Inc.	2,845.00
117402	5/27/2022	Robert Svoboda (Per Diem/Travel Reimbursement 5/17/2022)	15.00
117403	5/27/2022	Target Specialty Products	907.50
117404	5/27/2022	ULINE	596.50
117405	5/27/2022	United Way of the Florida Keys (Payroll Deductions)	23.00
117406	5/27/2022	Wex Bank	1,879.50
		Transfer - Healthcare	159,583.67
Total Local Account Cash Disbursements			\$ 915,339.16

Respectfully Submitted,



Bruce Holden, Finance Director/Comptroller
Florida Keys Mosquito Control District

Item 10b

Amendment of
Administrative
Policy concerning
Consent Agenda

"Proposed Changes"

Agenda

Resolution 2011-02 adopted January 21, 2011, An Agenda defines the purpose of the meeting and serves as the framework for the conduct of business.

Last-minute additions to the agenda are discouraged, as it does not give Commissioners time to study these items before the meeting. However, emergency items may be added at the discretion of the Chairman as those situations arise, per the Agenda Setting Policy.

Both "DACS formatted" and "Analytical formatted" budgets are to be presented to the Board.

The Agenda Setting Policy is:

FLORIDA KEYS MOSQUITO CONTROL DISTRICT AGENDA SETTING POLICY

Adopted on 11/13/13

I. APPLICABILITY

The purpose, spirit and intent of this policy is to outline the procedures for setting the agenda for all Regular Florida Keys Mosquito Control District meetings.

II. PREPARATION AND DISTRIBUTION OF AGENDA

Individuals wishing to submit an agenda item shall do so by noon seven (7) calendar days prior to a scheduled meeting. The Agenda will be posted on the District Website by the close of business seven (7) calendar days prior to any meeting. The Agenda shall be made available to any person who requests a copy and who pays the reasonable cost of the copy.

III. SUPPORTING DOCUMENTS OF AGENDA ITEMS

If an individual submits an item for the agenda and plans to utilize supporting documents at the meeting, such supporting documents must be submitted by 12:00 p.m. five (5) calendar days prior to a scheduled meeting.

The supporting documents will be distributed to Commissioners at the end of business five (5) calendar days prior to the Meeting, and made available to the public at the Meeting.

In addition, the Budget Analysis, Cash Disbursements, and District Check Register will be posted on the District website at the end of business five (5) days prior to the Meeting.

IV. AMENDMENT OF AGENDA POST PREPARATION AND DISTRIBUTION

After the Agenda has been made available, a change shall be made only for good cause, as determined by 3/5 majority of the District Board, at the beginning of the Regular Meeting, on a case by case basis and stated in the record.

RESOLUTION NO. 2011- 02

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT PROVIDING FOR INCORPORATION OF RECITALS, PROVIDING FOR AN IMPROVED AGENDA SETTING POLICY, AND PROVIDING FORAN EFFECTIVE DATE.

WHEREAS, pursuant to Chapter 388, F.S., the board of commissioners of the Florida Keys Mosquito Control District ("District") may do any and all things necessary for the control and elimination of all species of mosquitoes and other arthropods of public health importance;

WHEREAS, pursuant to Chapter 388, F.S., the board of commissioners shall adopt such rules not inconsistent with the provisions of this chapter or with other legislation which in its judgment may be necessary for the proper enforcement of this chapter provided such rules are approved by the department;

WHEREAS, it is deemed in the interest of the public that additional measures be adopted to outline the procedures for setting the agenda for all Florida Keys Mosquito Control District meetings, whether Regular or Special.

THEREFORE, BE IT RESOLVED BY THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA AS FOLLOWS:

Section 1: The above recitals are true and correct and incorporated into this resolution by reference.

Section 2: The provisions set forth in the Agenda Setting Policy, attached as *Exhibit A*, shall

be incorporated as if fully set forth herein.

Section 3. This resolution shall take effect on the date passed and adopted as reflect below.

Unanimously PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 21 day of January 2011.

Joan Lord-Papy, District 1
Richard F. Rudell, District 2
Stephen K. Smith, District 3
William J. Shaw, District 4
Jack Bridges, District 5



**FLORIDA KEYS MOSQUITO
CONTROL DISTRICT BOARD
OF COMMISSIONERS**



Chair

ATTEST: Mary Ann Vitores

Approved as to form: _____

Consent Agenda:

A consent agenda may be utilized to list items considered routine and non-controversial by the FKMCD Board and will be approved by a single motion, in gross and without debate or amendment. Upon request of a single member, any item shall be removed from the consent agenda and taken up under the regular rules after its placement in the appropriate class of business on the meeting agenda. The consent agenda shall be placed on the meeting agenda as the first item of business. Financial reports, committee reports and legally required reports should not be included on the consent agenda.

Order of Business:

1. Meeting called to order
2. Invocation
3. Pledge of Allegiance to the Flag
4. Roll call of Commissioners
5. Community Input (For items relevant to FKMCD)
6. Approval of the **Consent Agenda**
7. Approval of the **Agenda: Additions, Corrections or Deletions**
8. Reports (**Treasurer**, Attorney, Director)
9. Items for Board Discussion
10. Items for Board Review and Action
11. Good of the Order
12. Adjournment

Item 10c

Airbus Letter of
Intent



HELICOPTERS

June 21, 2022

Ms. Andrea Leal
Executive Director
Florida Keys Mosquito Control District
503 107th Street Gulf
Marathon, Florida 33050

Subject: Letter of Intent for the Purchase of One (1) Airbus H125 Helicopter

Dear Ms. Leal,

Airbus Helicopters, Inc., ("Airbus") is pleased to enter into this Letter of Intent ("LOI") with the Florida Keys Mosquito Control District ("FKMCD") for the purchase of one (1) H125 Helicopter (the "Aircraft"). The purpose of this LOI is to document mutual agreement between Airbus and FKMCD (each a Party and together the Parties) to the provisions of the LOI as defined herein.

The Parties agree as follows:

- a) This LOI is effective as of June 21, 2022 ("Effective Date") and will remain valid, subject to aircraft availability, until the earlier of 1) execution of a binding Purchase Agreement, 2) written LOI termination notice by either Party or 3) October 31, 2022. Failure to execute a binding Purchase Agreement prior to October 31, 2022 or enacting the termination notice by any Party prior to October 31, 2022 does not entitle either Party to any claim or damages.
- a) The Aircraft, as configured and priced in accordance with the Exhibit 1 attached hereto, is offered for purchase by FKMCD.
- b) In the event FKMCD requests any changes to the configuration as defined in Exhibit 1, the Parties agree that the price will be adjusted accordingly.
- c) The aircraft is expected to receive the FAA Certificate of Conformity in the second quarter of 2023.
- d) FKMCD intends to seek approval for the release of a firm and binding order for the Aircraft along with any required initial deposit in anticipation of moving forward with the purchase of the Aircraft.
- e) Airbus agrees to allocate the Aircraft to FKMCD in anticipation of receipt of such firm and binding order no later than October 31, 2022.
- f) In the event Airbus does not receive a firm and binding order executed by FKMCD prior to October 31, 2022, this LOI and all provisions thereof will immediately terminate without right to damages by any Party. Airbus will release the Aircraft for marketing to other customers and neither Party will have any remaining rights or obligations relative to this LOI.



HELICOPTERS

- g) The Parties agree that this LOI shall be governed by and construed in accordance with the substantive laws of the State of Florida without regard to its conflict of law principles or reference to the laws of any other state or jurisdiction.

The Parties agree not to disclose the terms of this LOI and all exchanged information with respect to the Aircraft unless required by public request/public records law pursuant to Florida Law. The Parties agree not to disclose any such information without the prior written notice to the other Party. This LOI does not confer any right or title to the Confidential Information to the receiving Party. The Parties agree to safeguard all such Confidential Information pursuant to Florida law using the same degree of care used in safeguarding their own confidential information. The confidentiality provisions defined herein shall survive in the event of termination of this LOI by either Party.

This LOI may be executed and delivered by electronic means and upon such delivery the electronic signature shall constitute effective execution and is fully binding between the Parties for all purposes.

The Parties have caused their proper and duly authorized representatives to execute this Agreement on the Effective Date defined herein.

On behalf of Airbus Helicopters, Inc.

On behalf of Florida Keys Mosquito Control District

SIGNATURE

SIGNATURE

Treg P. Manning

NAME DATE

NAME DATE

Vice President, Sales and Marketing

TITLE

TITLE



2023 H125

PRICE & CONFIGURATION SUBJECT TO CHANGE WITHOUT NOTICE

STANDARD AIRCRAFT:	\$3,604,650
LH SLIDING DOOR W/REDUCED HI-VIS DOOR CABIN HEATING/DEMISTING CIRCUIT HIGH SKID LANDING GEAR LONG BOARDING STEPS NVG VEMD LED FIN ANTI-COLLISION LIGHT VISION 1000 FLIGHT DATA MONITORING SYSTEM INTERIOR: FACTORY COVERED SEAT CUSHIONS	ROTOR BRAKE WIRE STRIKE PROTECTION SYSTEM - EC - FIXED PROVISIONS ENERGY-ATTENUATING SEATS - PILOT & COPILOT LED POSITION LIGHTS - RHLH CRASH RESISTANT FUEL SYSTEMS AFT BAGGAGE DOOR MOD
STANDARD AIRCRAFT AVIONICS:	INCLUDED
COM/NAV/GPS / GTN850Xi / GARMIN NAVICOM / GNC255A / GARMIN AUDIO / GMA350H / GARMIN ELT / 406AP-H INTEGRA EXT'D RANGE / KANNAD ELECTRONIC FLIGHT DISPLAY SYSTEM / G500 TXi / GARMIN CHARTVIEW OPTION ENABLEMENT CARD SYNTHETIC VISION OPTION BACKUP STANDBY ATTITUDE DISPLAY / GI-275 / GARMIN WIRELESS AIRBORNE COMMUNICATION SYSTEM (MINI-WACS) MECHANICAL CHRONOGRAPH	
STANDARD FACTORY INSTALLED OPTIONS:	INCLUDED
ENHANCED THERMAL PROTECTION ON REAR TRANSMISSION RIGHT HAND REAR SLIDING DOOR 200 AMP SKURKA STARTER GENERATOR KIT TO INCREASE INTERNAL GROSS WEIGHT TO 2,370 KG (5,225 LB) - (DUAL HYDRAULIC)	
STANDARD AHI INSTALLED OPTIONS:	INCLUDED
RG350 BATTERY, CONCORD LEAD ACID DUAL USB / TA202 / MID-CONTINENT COLLECTIVE ACTIVATED HOURMETER LUMINATOR TAXI AND PULSE LANDING LIGHT STEP - COWLING MAINTENANCE - LH/RH TAIL ROTOR GUARD, REMOVABLE PARTS TRANSPONDER / GTX345R / GARMIN	
STANDARD AHI OPTIONS:	INCLUDED
HI-VIS MAIN ROTOR BLADES ONE OR TWO COLOR, SCHEME A OR B EXTERIOR: CHOICE OF UP TO THREE (3) COLORS INTERIOR FLOORING	
TOTAL AIRFRAME, FCA, COLUMBUS, MS	\$3,604,650

Requested deviations may require additional charge and/or additional assembly time. Prices quoted are for sales within the United States and its territories only. Prices are exclusive of any and all applicable sales and use taxes. Airbus completion is subject to qualified vendor outsourcing to meet delivery requirements. Contingent upon timing of placement of firm order, prices and specifications are subject to change without notice, including price adjustment for delivery in 2024. This quote is non-binding until execution of a formal Purchase Agreement. Airframe availability is on a first come, first served basis, subject to prior sale. This quote is valid for 30 days.

Item 10d

Resolution
2022-01

Designation of FBMC
Benefits Management,
Inc. as Health Care
Program Consultant

RESOLUTION 2022-01

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT
DESIGNATION OF FBMC BENEFITS MANAGEMENT, INC. AS HEALTH CARE
PROGRAM CONSULTANT

WHEREAS, the Board of the Commissioners of the Florida Keys Mosquito Control District, Monroe County, Florida (“District”) has established a health care benefits program; and

WHEREAS, the District recognizes limited internal staffing to conduct the health care benefits program solicitations, evaluations, and procurement; and

WHEREAS, the District desires to appoint FBMC Benefits Management Inc. as its Health Care Program Consultant to conduct health care benefits program solicitations, evaluations, and procurement; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT THAT:

- 1.) The above declarations are true and correct.
- 2.) The District designates FBMC Benefits Management, Inc. as its Health Care Program Consultant. Nothing herein entitles FBMC Benefits Management, Inc. to payment from the District.
- 3.) This appointment may be terminated for convenience by the District at any time.

PASSED AND ADOPTED THIS _____ DAY OF JUNE 2022.
BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL
DISTRICT

Chairman

Attest:

Members of the Board